



Berglund Construction pays all employees via direct deposit. This allows you access to your funds immediately, eliminates lost checks and minimizes identity theft & credit fraud.

Every Tuesday we will direct deposit your payroll funds into the account(s) designated below. You will receive a pay statement detailing your pay and deductions via email, if you don't have an email address we will send via US Mail.

### Employee Information

Name	
Social Security No.	
Home Address	
Email Address	

### Bank Information

You can direct your funds to more than one account. If you want money to go into a secondary account, just list the account information and the dollar amount to direct into that account. The remainder will be deposited into your primary account. **Please attach a voided check.**

Check one

<input type="checkbox"/>
<input type="checkbox"/>

Deposit entire net pay into primary account

Deposit set amount into secondary account and balance into primary account

#### Primary Bank Account:

Bank Name										
ABA Routing Number										
Account Number										
	Checking Savings									

#### Secondary Bank Account (if you want to deposit money into a second account):

Bank Name										
ABA Routing Number										
Account Number										
Amount \$	Checking Savings									

#### A.B.A Routing Numbers Example

John Q. Public  
123 Main Street  
Your Town, USA 12345-6789

Pay to the order of: \_\_\_\_\_

Memo: \_\_\_\_\_

Routing/Transit Number: 123456789 Account Number: 987654321

I authorize Berglund Construction to deposit my paycheck into the account(s) I have indicated:

Signature \_\_\_\_\_ Date: \_\_\_\_\_