



## Direct Deposit Agreement

Client Name: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Employee SSN: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Amount to Deposit: \_\_\_\_\_ % or \$

Checking: \_\_\_\_\_ or Savings: \_\_\_\_\_

I grant Matrix Employee Leasing the right to correct any electronic funds transfer into my account resulting from an incorrect payment by debiting my account to the extent of such incorrect payment.

If I receive my final paycheck via direct deposit from Matrix Employee Leasing, then I understand that as of the date of the deposit: (i) my employment with Matrix is terminated; (ii) I am not covered by a workers' compensation insurance policy with or through Matrix; and (iii) I must immediately report to Matrix for reassignment and that unemployment benefits may be denied for my failure to report. A paycheck (or deposit) shall be my final paycheck (or deposit) from Matrix if I fail to receive wages, salary, or other compensation from Matrix on a regularly scheduled payday.

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

**I MUST VERIFY THAT EACH PAYCHECK FROM MATRIX HAS BEEN DIRECTLY DEPOSITED INTO MY ACCOUNT BEFORE WRITING CHECKS ON THE ACCOUNT**

**A Voided Check Must be Attached in Order to Set-Up Direct Deposit!**

VOIDED CHECK