

**Utah State University Payroll**  
**NAME OR ADDRESS CHANGE---DIRECT DEPOSIT SIGN UP**  
PLEASE FILL OUT ALL APPLICABLE SECTIONS

\_\_\_\_\_  
CURRENT LAST NAME                      FIRST                      MIDDLE                      BANNER A#

\_\_\_\_\_  
SIGNATURE                                      DATE                                      PHONE NUMBER

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**NAME CHANGE**

NAME MUST MATCH WITH THE SOCIAL SECURITY ADMINISTRATION OFFICE. BRING FORM & SOCIAL SECURITY CARD TO THE PAYROLL OFFICE.

\_\_\_\_\_  
NEW LAST NAME                      FIRST                      MIDDLE  
VERIFIED \_\_\_\_\_

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**ADDRESS CHANGE**

\_\_\_\_\_  
NEW STREET ADDRESS

\_\_\_\_\_  
NEW CITY                                      NEW STATE                                      NEW ZIP CODE

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**PRIMARY DIRECT DEPOSIT**

I AUTHORIZE THE U.S.U. PAYROLL OFFICE TO DIRECT DEPOSIT MY CHECK WITH:

\_\_\_\_\_  
NAME OF BANK                      ACCOUNT #                      CHECKING/SAVINGS  
(PLEASE CIRCLE ONE)  
(AN ORIGINAL VOIDED CHECK OR PROOF OF SAVINGS ACCT MUST BE ATTACHED.)

\_\_\_\_\_  
ROUTING #

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**SECONDARY DIRECT DEPOSIT**

I AUTHORIZE THE U.S.U. PAYROLL OFFICE TO DIRECT DEPOSIT THE FOLLOWING FIXED AMT OR PERCENTAGE OF MY CHECK WITH:

FIXED AMOUNT\$ \_\_\_\_\_ OR PERCENT \_\_\_\_\_ %

\_\_\_\_\_  
NAME OF BANK                      ACCOUNT #                      CHECKING/SAVINGS  
(PLEASE CIRCLE ONE)  
(AN ORIGINAL VOIDED CHECK OR PROOF OF SAVINGS ACCT MUST BE ATTACHED.)

\_\_\_\_\_  
ROUTING #