

# Direct Deposit Request Form

This form is used to instruct your employer to make direct deposits to your First Citizens Deposit Account. Complete the form, sign it, and give it to your employer's payroll department to request direct deposit of your paycheck. If your employer prefers to use their own form, you may use this as a reference.



## Customer Information:

Last: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Please have my paycheck automatically deposited into the following account:

- ☐ Checking Account Number: \_\_\_\_\_  
or  
☐ Savings Account Number: \_\_\_\_\_

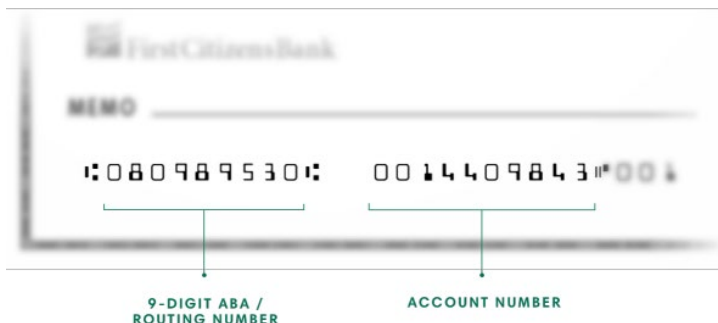
### How to find routing and account numbers:

Your routing and account number can be found at the bottom left-hand corner of your check.

To find your routing number or for more options on finding your routing and account number visit:

<https://www.firstcitizens.com/support/routing-numbers>

Routing Number:



## Authorization (signature required):

BY SIGNING BELOW, I authorize \_\_\_\_\_ (Employer Name), to initiate credit entries and, if necessary, to initiate any debit entries and adjustments to correct any erroneous credit entries to my First Citizens Bank Deposit Account. I understand that this authorization will remain in full affect until the company named above has received written notification from me of its termination in such time as to afford the company and depository a reasonable opportunity to act.

\_\_\_\_\_  
X  
Accountholder Name (print) Accountholder Signature Date

\* This authorization form is valid only to initiate a direct deposit of funds to a First Citizens Bank Account. Participation in direct deposit is contingent upon your employer offering the service and your eligibility to participate.

**Questions?** Feel free to call us at 1-888-FC DIRECT or (888) 323-4732. Automated system available 24 hours a day, 7 days a week. Customer service reps available Monday-Friday from 8 am to 9 pm ET, and Saturday-Sunday from 8 am to 8 pm ET.

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