



CITY OF BEVERLY
MASSACHUSETTS

191 Cabot Street, Beverly, Massachusetts Phone: 978-605-2303 Fax: 978-921-6052

I authorize you and the financial institution listed below to deposit my pay automatically.

This authority will remain in effect until I have cancelled it in writing.

I hereby also authorize drafts to adjust any over-deposits which were credited to my account.

Dept. _____ Employee
No. _____ No. _____ Name _____

Soc. Sec. No. _____ - _____ - _____

Bank Name _____

Checking Acct.: Deposit Net _____ Deposit Net
Savings Acct.: Deposit Amt. _____ Deposit Amt. _____

Transit # (9 digits) _____ Transit # (9 digits) _____

Account # _____ Account # _____

Employee Signature _____ Date _____

Your deposit will not be processed unless a cancelled check is attached to this form.

Please return to Payroll in the Auditing Office of City Hall, first floor.