

Employee Direct Deposit (EFT) Agreement



TEXAS WOMAN'S UNIVERSITY™

Complete form and sign it. Then email it to TWUVendor@twu.edu

TRANSACTION TYPE

- Form fields for transaction types: New Setup, Cancellation, Change Financial Institution, Change Account Number, Change Account Type.

PAYEE INFORMATION

Form fields for payee information: Employee Identification #, Employee Name, Business Phone, Remit Address, City, State, Zip Code.

FINANCIAL INSTITUTION INFORMATION

Form fields for financial institution information: Name, City, State, Routing Transit Number, Account Number, Account Type (Checking/Savings).

AUTHORIZATION

I hereby authorize Texas Woman's University (TWU) and the depository named above to initiate direct deposit (credit) entries and correction (debit) entries to the depository account listed above. This authorization will remain in effect until Procurement and Contract Services receives written notification of cancellation.

Authorized Signature

Date

Printed Name and Title

Remittance Email Address

***** PLEASE ATTACH A VOIDED CHECK (NOT A DEPOSIT SLIP) TO THIS FORM BELOW *****