

# 3 STEPS TO SWITCH

## Direct Deposit Authorization

### Notification of Direct Deposit Authorization Change

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New Authorization

☐

Change to Prior Authorization

Company or Employer:

Address:

City, State, Zip:

Phone Number:

MONSON SAVINGS BANK, 146 MAIN STREET, MONSON MA, 01057, 413-267-4646

Place an X next to your desired option.

Monson Savings Bank Routing #

211871219

☐

Monson Savings Bank **CHECKING**

Account #

☐

Net Pay

☐

Specific Amount \$:

☐

Monson Savings Bank **SAVINGS**

Account #

☐

Net Pay

☐

Specific Amount \$:

I/We authorize the COMPANY (named above) to initiate credit entries and, if necessary, to initiate any debit entries to correct an erroneous credit entry to my/our account at the Financial Institution (identified below), for the purpose of automatically depositing funds to my/our account. I/We acknowledge that the origination of these transactions must comply with the provisions of U.S. Law.

I/We understand that this authorization replaces any previous authorization and will remain in full force and effect until the COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford the COMPANY and Financial Institution a reasonable opportunity to act on it.

Signature:

Date:

Name:

Address:

City, State, Zip:

Phone Number:

Use the fillable fields to fill out this form online, or you can print the form and complete it.

Use this form to authorize your employer, retirement and pension funds, or any other agency to deposit your payment directly into your Monson Savings account. Use one form for each direct deposit.

### Direct Deposit Checklist:

Use this list to remember all your direct deposits you need to transfer. These are the most common direct deposits.

\_\_\_\_ Payroll  
\_\_\_\_ Investments  
\_\_\_\_ Retirement Plans  
\_\_\_\_ Social Security



**Monson Savings**  
Your Bank Forever