

# DIRECT DEPOSIT ALLOCATION FORM

# METRO COPY

## 1) MEMBER INFORMATION

ACCOUNT #

NAME:

EMPLOYER:



2440 E Rand Road  
Arlington Heights, IL 60004-5802  
Phone (847) 670-0456  
Fax (847) 670-0401

## 2) ACCOUNT ALLOCATION(S)

Savings Suffix: ( 01 ) \$

2nd Savings ( ) \$

Christmas Club ( 20 ) \$

Vacation Club ( 25 ) \$

VIP Money Market ( 95 ) \$

Checking ( ) \$

Other ( ) \$

Other ( ) \$

1st Loan ( ) \$

2nd Loan ( ) \$

3) TOTAL AMOUNT:  FULL PAYCHECK \$ (TOTAL DEDUCTION)

## 4) AUTHORIZATION

I hereby authorize the above employer to deduct the TOTAL Payroll Deduction amount (listed on this form) from my pay at each payroll period, and remit to METRO. METRO Federal Credit Union will allocate my payroll deposit as indicated.

SIGNATURE: \_\_\_\_\_

PAYROLL START DATE: \_\_\_\_\_

### IMPORTANT PRIVACY DISCLOSURE

To maintain the privacy of the information contained on this form, please return this entire form to METRO Federal Credit Union. METRO will process this form and forward the "Employer Copy" to your personnel department.

If you provide this form directly to your employer, you acknowledge and consent to disclosing the information contained on this form to your employer.

## FOR OFFICE USE ONLY:

PAYROLL TABLE # \_\_\_\_\_ Date \_\_\_\_\_ ID \_\_\_\_\_

VERIFIED BY:

Next Pay Date:

TRANSFER FILE \_\_\_\_\_ Date \_\_\_\_\_ ID \_\_\_\_\_

Date \_\_\_\_\_ ID \_\_\_\_\_

# DIRECT DEPOSIT AUTHORIZATION FORM

# EMPLOYER COPY

## 1) MEMBER INFORMATION

EMPLOYEE NAME:

ADDRESS:

CITY/STATE/ZIP:



2440 E Rand Road  
Arlington Heights, IL 60004-5802  
(847) 670-0456 Fax (847) 670-0401  
www.mcu.org

## 2) EMPLOYER

EMPLOYER NAME:

## 3) DEPOSIT AMOUNT (per pay period):

\$ \_\_\_\_\_

FULL PAYCHECK

## 5) AUTHORIZATION

I hereby authorize the above employer to deduct the TOTAL Payroll Deduction amount from my pay at each payroll period, and remit to METRO, as indicated on this form. METRO Federal Credit Union will allocate my deposit as indicated on the Direct Deposit Allocation Form.

## 4) DEPOSIT FUNDS TO:

SAVINGS

# \_\_\_\_\_

MY METRO SAVINGS ACCOUNT (Example: 1234567)

SIGNATURE: \_\_\_\_\_

PAYROLL START DATE: \_\_\_\_\_

CHECKING

# \_\_\_\_\_

MY METRO CHECKING ACCOUNT (Example: 123456789)\*

\*9 DIGIT ACCOUNT NUMBER FROM BOTTOM OF CHECKS

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METRO's Routing & Transit / ABA Number is: **271975401**