

In addition to a standard paycheck, you have other convenient options for receiving your pay, including direct deposit or a payroll debit card. Please review below and make your selection by marking and initialing your choice and signing below.

<input type="checkbox"/> _____ Initials	<p>DIRECT DEPOSIT – I select direct deposit for disbursement of my pay. I will complete the Direct Deposit section of this form below. I authorize Express Employment Professionals to initiate deposits of my net pay into the financial institution (Financial Institution) listed below, and further authorize the Financial Institution to credit the account indicated with the deposit. If funds to which I am not entitled are deposited in my account, I authorize debits from my account and the return of such funds to correct any errors. This authority is to remain in full force and effect until Express or the Financial Institution receives notification from me to terminate such authorization allowing a reasonable amount of time for Express and the Financial Institution to act on these instructions or until Express or Financial Institution cancels the direct deposit arrangement.</p> <p>Note: Setting up your direct deposit (and services that include payroll debit cards) takes about two (2) weeks. During this setup period you will be paid by check. In some cases, we can accept other debit cards as a form of direct deposit. Please ask your supervisor about this.</p>
<input type="checkbox"/> _____ Initials	<p>MONEY NETWORK SERVICE – I select to use the following option:</p> <p>Money Network Payroll Debit Card. The Money Network Payroll Debit Card (“Card”) provides a dependable, safe, optional, and convenient way to receive and access my pay on each payday. This will eliminate the need to pick up my paycheck, wait for it to be mailed, or pay for it to be cashed and provide immediate, worldwide access wherever the VISA is accepted for ATM cash withdrawals, bank-branch withdrawals, and store purchases (including “cash back”). I am automatically eligible for the Card and there is no application or approval process. There is no monthly service charge for the Card as long as I am employed by Express Employment Professionals. All transaction fees are listed in the Money Network Welcome Kit.</p> <p>Money Network Check. The Money Network Check is a paycheck that I can easily complete on or after each payday and can cash for free at Money Network check-cashing partners. There is no fee for using Money Network Checks.</p>

I authorize Express Employment Professional to disburse my pay by direct deposit or Money Network Service (“Service”) according to the selection I initialed above. I understand that I can change my pay selection at any time in the future. If I chose direct deposit, I accept responsibility for notifying Express of any change to my account’s status. I also understand that changes will take two (2) weeks and that regular (paper) checks will be distributed during this two-week period.

Signature	Date
Print Name	Social Security Number
Express Representative Signature _____	Date _____ Office Number _____

Direct Deposit Directions – *If Direct Deposit is selected, complete the following:*

Name: _____ SS#: _____

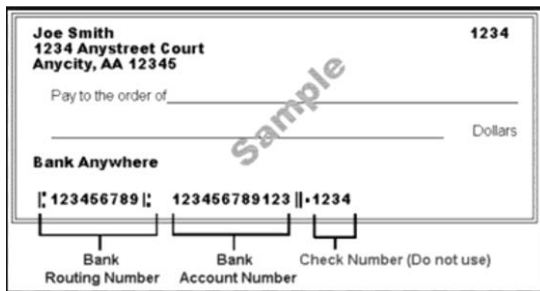
Address: _____ Apartment Number: _____

City: _____ State: _____ Zip Code: _____

Home Telephone Number: _____

Funds can only be deposited into one account. Please select your direct deposit account type: **Checking** or **Savings**

Please enter account numbers **EXACTLY** as they need to appear. See sample below for examples of where to find the numbers:



Your 9-Digit Routing Number: _____

Your Account Number: _____

Signature _____ Date: _____