



**Employee Information**

Company \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

First Name \_\_\_\_\_

Middle Initial \_\_\_\_\_

Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Date of Hire \_\_\_\_/\_\_\_\_/\_\_\_\_

Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_

Rate of Pay \_\_\_\_\_

Email Address \_\_\_\_\_

**Direct Deposit – Bank Account**

Checking \_\_\_\_\_ Savings \_\_\_\_\_

Routing # \_\_\_\_\_

Account # \_\_\_\_\_

Dollar Amount / % of pay \_\_\_\_\_

Checking \_\_\_\_\_ Savings \_\_\_\_\_

Routing # \_\_\_\_\_

Account # \_\_\_\_\_

Dollar Amount / % of pay \_\_\_\_\_

**Signature** \_\_\_\_\_