Data Tech Central, LLC
9662 26th Bay Street
Norfolk, VA 23518
Office: (757) 833-7655
Fax: (757) 877-9889

Electronic Funds Transfer (EFT) Form

Employee Information:

Name: _____ SS#: _____

Address: _____

City, State, Zip: _____

Phone #: _____

Bank Information: ****PLEASE ATTACH A VOIDED CHECK****

Bank Name: _____

Name on Account: _____

Account #: _____ Routing #: _____

☐ Checking ☐ Savings

Authorization Agreement: I hereby authorize Data Tech Central, LLC to deposit my paycheck directly into the above mentioned account. This authority will remain in effect until I have given written notice that I am terminating this contract, or until Data Tech Central, LLC has notified me that this deposit service has been discontinued. I understand that I must give advance notice to allow reasonable time for my instruction to be executed. If an incorrect deposit should be made into my bank account, I authorize my bank and Data Tech Central, LLC to make the appropriate adjustment(s).

****Please note that, due to timing differences, new or changed direct deposits may result in one paper check after this form has been submitted. Please do not close your account(s) without giving your payroll office two weeks prior notice.**

Employee Signature: _____ Date: _____