

PAYROLL DIRECT DEPOSIT LETTER

COMPANY NAME _____
ADDRESS _____
CITY, STATE & ZIP CODE _____



RE: My Direct Deposit

Attention:

*I have recently changed banks to the Miami Savings Bank and would like to update my direct deposit.
Please discontinue my current deposit(s) and begin making my direct deposit(s) into my new Miami Savings Bank account(s).
If you have any questions regarding this request, please contact me in writing or call me at the phone number listed below.
Thank you for your prompt assistance in this matter.*

Sincerely,

ORIGINAL SIGNATURE REQUIRED TO AUTHORIZE CHANGE _____ DATE _____

DIRECT DEPOSIT INFORMATION

NAME _____ SOCIAL SECURITY OR EMPLOYEE NUMBER _____

ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

PHONE: DAY / EVENING (CIRCLE ONE) _____

Miami Savings Bank
NEW BANK NAME

242072391
ROUTING NUMBER

ACCOUNT NUMBER _____ AMOUNT TO BE DEPOSITED (ENTER AMOUNT OR "TOTAL DEPOSIT") _____

SECOND ACCOUNT NUMBER (IF ANY) _____ \$ _____ AMOUNT TO BE DEPOSITED



Our Focus is..... YOU!

www.miamisavings.bank

