



**BEREAN BAPTIST CHURCH**  
Fayetteville, NC 28314



## **Direct Deposit Form**

Berean Baptist Church requires everyone receiving compensation for wages earned to have these compensations paid by Direct Deposit. This includes day, part-time, full-time, student, youth, or ANY compensation paid by Berean Baptist Church for related work.

**Name** \_\_\_\_\_

**Name of Bank** \_\_\_\_\_

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

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

**I HAVE ATTACHED A COPY OF A CANCELLED CHECK FOR VERIFICATION.**

I \_\_\_\_\_ give permission to Berean Baptist Church to Direct Deposit my payroll wages to the routing and account number noted above.

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

- Any changes to your bank institution or account or routing numbers must be submitted immediately to the Human Resources Department.
- All changes must be made before payroll is processed.
- All changes must be in writing.
- Employees are paid on the 13<sup>th</sup> and 28<sup>th</sup> of each month unless payday falls on a bank holiday or Sunday.