

STATE OF MARYLAND PAYROLL DIRECT DEPOSIT AUTHORIZATION

Social Security Number Agency Code	Employee's Name (please print) Agency Name (please print)	
I authorize the State of Maryland Central Payroll Burea	u to take the following action v	with my net salary:
 (Check One) □ 1. <i>Initiate</i> Deposit directly to my checking/savings account (Will take at least two pay periods to allow for pre-note process.) 	cess.)	CPB Use Only
 2. Change account type(checking/savings account), and/or band is deposited (cancel of old account will occur within 21 days a payroll check until the new account is established) Do not close account until payroll check is issued. 3. Discontinue direct deposit into my checking/savings and issued not close account until payroll check is issued. 	s for receipt of CPB; you will receive	Effective PPE:
Bank Name: (Omit if action 3 is checked) Account Type: (Must Check One) If not marked this form will be returned Checking] Savings	Processed by:
	carefully. For checking copy directly from e your check number. Do not use your de	eposit slip number.
		foreign bank.

Date

- Only one account is permitted for direct deposit. You can choose either checking or savings not both.
- Type or print only (except signature).
- Use black ink only.
- Complete all blocked areas in the top part of form except for the section "CPB use only."

any future payments from the State until the amount of the erroneous deposit has been recovered, in full.

- Read authorization and sign the completed form. Unsigned or Incomplete forms will be returned.
- Deposit amount will be full net amount of pay into either your checking/savings account..
- If changing your account type, bank and or account number, you will receive a payroll check until new direct deposit becomes effective.

Employee signature

return of those funds by the bank to the State is not possible, I authorize the State to recover those funds by setting off the amount erroneously paid me from

- Do not send a voided blank check.
- Send completed form to Central Payroll Bureau, P.O. Box 2396, Annapolis, MD 21404. Phone 410-260-7401.

Daytime phone number