

## Authorization for **Direct** Deposit

To start your direct deposit, please complete the following steps:

1. Mark the box that indicates whether you would like your funds deposited into your checking or savings account.
2. Fill in payee's name, financial institution's name, account number and routing number.
3. Include a voided check or other verification from the financial institution confirming your name is on the account.
4. **Please provide your e-mail and phone number.**
5. Sign and date below and return to OCERS at this address:

Orange County Employees Retirement System  
PO Box 1229  
Santa Ana, CA 92702

**Include a Voided Check or other Verification of  
Account Owner from Financial Institution**

I authorize OCERS and the financial institution listed below to deposit my funds automatically to my:

Checking Account    or     Savings Account

each month and, if necessary, to adjust or reverse a deposit for any entry made to my account in error.

This authorization will remain in effect until I have cancelled it in writing.

Effective Date (Must be the first of the month)

Member/Payee Name (Please print)

Financial Institution

Last Four of Social Security Number

Address

Email Address

**Member/Payee Phone Number**

City

State

Zip Code

Original Member (if other than above)

Financial Institution Account Number

Last Four of Social Security Number of Original Member

Financial Institution Routing number

Joint Account Holder's Name (if any)

Financial Institution Phone Number

Signature

Date

**NOTE: Be sure you have signed and dated the form!**