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**Automatic Payroll Deposit Form**

Print Member Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

WCFCU Account #: \_\_\_\_\_

Company: \_\_\_\_\_ Payroll Status:    Weekly    Bi-Weekly

ACTION (circle one):            START            STOP            Change-as below

In signing this document, I authorize my employer to deduct these amounts from my payroll and deposit as follows. I understand that I can stop these deposit instructions at any time but I must notify my payroll department directly for the fastest response.

x \_\_\_\_\_ Date \_\_\_\_\_

**1. Direct Deposit/Payroll Deduction Options (choose one)**

Institution Name: Western Connecticut Federal Credit Union  
ABA#: 221173884

- Direct Deposit of Net Check - please complete the Distribution Section below to specify how you want your deposit applied to your account.
- Payroll Deduction for part of check/Deposit Amount \$ \_\_\_\_\_  
Please complete the Distribution section to specify how you want your deposit applied to your account.

**2. Deposit Distribution Instructions (must be completed)**

Your payroll deposit can be split up and distributed among various shares at the credit union. Please detail below how you want each direct deposit/payroll deduction applied to your account.

Savings            \$ \_\_\_\_\_

Checking            \$ \_\_\_\_\_

Money Market \$ \_\_\_\_\_

Christmas Club \$ \_\_\_\_\_

Vacation Club \$ \_\_\_\_\_

IRA savings    \$ \_\_\_\_\_

Other- \_\_\_\_\_ \$ \_\_\_\_\_ Descr: \_\_\_\_\_

Other- \_\_\_\_\_ \$ \_\_\_\_\_ Descr: \_\_\_\_\_

**\*\*Note - Use the word balance if the deposit amount may vary because your net check is sent each pay period.**