

# FAST START DIRECT DEPOSIT

## INSTRUCTIONS FOR PROCESSING FEDERAL EMPLOYEE PAYMENTS

Use: For processing Federal employee net salary, allotments, and other agency - approved payments associated with Federal employment (i.e. travel reimbursement, uniform allowance, etc). Employee must complete items 1,2,3 and 5. Complete item 4 only if you want to start, cancel or change the amount of a savings or discretionary allotment - see instructions on back of form.

### 1. EMPLOYEE INFORMATION

(SSN) EMPLOYEE PAYROLL IDENTIFICATION NUMBER

EMPLOYEE NAME (as on payroll records)   
(Last, First, Initials)

TELEPHONE NUMBER (WORK)  (HOME)

### 2. TYPE OF ACCOUNT

Checking  
 Savings

### TYPE OF PAYMENT

Net Pay  
 Travel  
 Other Federal employment related payments

### 3. DIRECT DEPOSIT ACCOUNT INFORMATION - NET PAY/TRAVEL/OTHER (Use Sec. 4 for allotments)

A voided personal check/sharedraft may be attached in lieu of completing this section. See instructions on back of this form.

ROUTING TRANSIT NUMBER    
Check Digit

ACCOUNT NUMBER

ACCOUNT TITLE FEDERAL JUDGES ASSOCIATION  
(Account Holder's Name)

FINANCIAL INSTITUTION NAME American National Bank of Chicago

### 4. ALLOTMENT INFORMATION

Complete this section only if you want to start, cancel or change the amount of a savings or discretionary allotment - see instructions on back of form.

#### TYPE OF ALLOTMENT (Check One)

Savings (whole dollar amounts only)  
 Discretionary or Third Party

#### TYPE OF ACCOUNT (Check One)

SAVINGS  
 CHECKING

#### ACTION (Check One)

START  
 CANCEL  
 CHANGE

#### AMOUNT (Check One)

INCREASE TO:  
 DECREASE TO:  
New Total \$ 17.00 per month

#### ALLOTTEE NAME

(person/company who will receive allotment) Federal Judges Assoc

ALLOTTEE'S ROUTING NUMBER    
Check Digit

ALLOTTEE'S ACCOUNT NUMBER

ALLOTTEE'S ACCOUNT TITLE FEDERAL JUDGES ASSOCIATION  
(Account Holder's Name)

FINANCIAL INSTITUTION NAME American National Bank of Chicago

### 5. AUTHORIZATION



EMPLOYEE'S SIGNATURE (Judge signs here)

DATE

### 6. AGENCY USE: