



**DIRECT DEPOSIT
DOLLAR AMOUNT CHANGE FORM**

(use this form ONLY to change the dollar amount you are contributing to your current direct deposit. Please use the Direct Deposit Authorization form to change account information)

NAME: _____

DATE: _____

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CHECKING ACCOUNT NO.: _____

I am already enrolled in direct deposit with my **checking** account:

_____ Please change my deduction from \$ _____ to \$ _____ per pay period.

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SAVINGS ACCOUNT NO.: _____

I am already enrolled in direct deposit with my **savings** account:

_____ Please change my deduction from \$ _____ to \$ _____ per pay period.

Signature

Date

Please complete and return to Jessica Joanem in Human Resources.