



Payment Enrollment Election

The FMS only uses direct deposit for disbursing wages on behalf of the Consumer/Employer. The following are options for using Direct Deposit:

Option 1: Use your Current Account

If you have a personal checking/savings account and wish to receive direct deposits – please provide proof of the active account. ***Please note proof must include employee’s name (as an owner of the account), routing number and account number on the institution’s letterhead or screenshots from your mobile banking app.**

Account Type: Checking Savings

Name of Banking Institution: _____

Option 2: Request a Pay Card/ Use a Current Pay Card

If you wish to use a Pay Card, please complete the following:

Mailing Address: _____ (P.O. Boxes are NOT allowed)

City/State/Zip: _____

Your pay card will arrive via U.S. Mail the week before your first paycheck. Included in the mailing will be the cardholder agreement, which will be in effect upon using the card. You will need to activate the Pay Card before the first use.

Authorization:

I hereby authorize FMS to credit any amounts owed to me, by initiating credit entries to my bank account or pay card. If FMS loads funds erroneously into my account, I authorize FMS to debit my account for an amount not to exceed the original amount of the erroneous credit.

Print Name

Direct Support Worker Signature

Date