

To enroll in direct deposit of payroll with your employer:

1. Print and complete this form with your name, address, phone and email.
2. Log in to your OneAccount to get your account number from the statement page.
3. Give the completed form to your employer. **Do not** return this form to Higher One.

Note: Your employer may require additional paperwork or a voided check. See your employer for details.



25 Science Park
New Haven, CT 06511

Phone 866.309.7454
HigherOne.com

Authorization for Payroll Direct Deposit
Attention: Payroll Department

Employee Information		Account Information	
Employee Name:		Financial Institution:	The Bancorp Bank (Higher One)
Employee Address:		Account Number: (appears on your OneAccount statement)	
Employee Phone:		Routing Number:	113024588
Employee Email:		Account Type:	Checking

Upon the employee's dated signature, this form is hereby approved and authorized by Higher One, Inc.

Please select the payroll direct deposit change you want to make.

Original Enrollment

Select this box if you currently do not have your paycheck electronically deposited and wish to enroll to begin payroll electronic direct deposit.

Change

Select this box if you are currently enrolled to have electronic payroll deposit and you want to change your financial institutions and/or account information.

Cancellation

Select this box to cancel your direct deposit.

I hereby authorize my employer to initiate electronic credits (ACH) of my net pay and/or corrections to previous credits to my account, and I authorize the participating Financial Institution to (ACH) credit my account as indicated above. I understand that this change may not go into effect immediately and that I may receive one or more physical paychecks. I agree to hold harmless Higher One, Inc. and The Bancorp Bank for any resulting damages or expenses. It is my responsibility to verify availability of funds before performing transactions using the funds. This authority is to remain in effect until one of the following events occurs: (1) the employer has received written notification from me of its termination in such time and such manner as to afford the employer a reasonable opportunity to act on it, (2) the bank closes my account, (3) the employer cancels the agreement, or (4) I have a break in employment from the employer.

Employee Signature

Date