

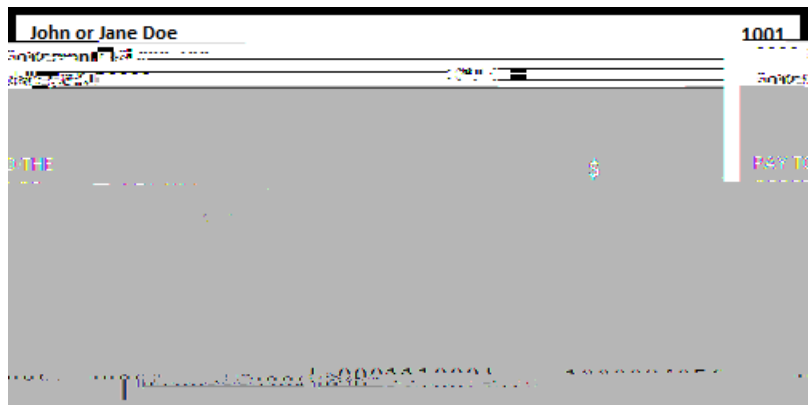
## INFORMATION AND AUTHORIZATION REGARDING DIRECT DEPOSIT

### INSTRUCTIONS FOR COMPLETING THIS FORM

1. Provide ALL information requested on this form.
2. Attach a copy of a voided check or an account verification letter from your bank. Deposit slips will NOT be accepted.
3. An email address must be provided in order to notify you when a payment has been deposited into your account.
4. A properly executed W-9 is required in order to receive payments from the Accounts Payable Office.
5. Any invoice that is processed prior to receiving a direct deposit form will be paid by physical check. Any invoice processed after submission of a direct deposit form will go to the Primary Account listed on the form.

SAMPLE CHECK:

ROUTING  
NUMBERS WILL  
ALWAYS BE 9  
DIGITS LONG



ROUTING NUMBER

ACCOUNT NUMBER

DEPAUW UNIVERSITY - AUTHORIZATION FOR DIRECT DEPOSIT