

DIRECT DEPOSIT AUTHORIZATION

ARLINGTON COUNTY EMPLOYEES' RETIREMENT SYSTEM
2100 CLARENDON BOULEVARD – SUITE 511
ARLINGTON, VIRGINIA 22201

TELEPHONE: (703) 228-3500, (800) 818-4910 FAX (703) 228-3265

1. Social Security Number (last 4 digits only)	2. Name (First) (MI) (Last)		
3. Home Address			
4. City	State	Zip Code	
5. REQUIRED PRIMARY Account (where you want your net pay to be deposited) I hereby authorize the Arlington County Employees' Retirement System to initiate credit entries to my (check one) Checking _____ Savings _____ account indicated below and the bank/savings & loan/credit union to credit the same to such account. This authority is to remain in full force and effect until the Retirement System has received written notification from me of its termination.			
5a. Name of Bank/Savings & Loan/Credit Union			
5b. Bank Transit/Routing Number (9 Digit #)		5c. Bank Account Number	
6. OPTIONAL SECONDARY Account (where you want a portion of your net pay deposited. For example, if you want \$100 to be deposited to the Arlington Credit Union.) I hereby authorize the Arlington County Employees' Retirement System to initiate credit entries in the amount of \$ _____ OR _____ % to my (check one:) <input type="checkbox"/> Checking <input type="checkbox"/> Savings account indicated below and the bank/savings & loan/credit union to credit the same to such account. This authority is to remain in full force and effect until the Retirement System has received written notification from me of its termination.			
6a. Name of Bank/Savings & Loan/Credit Union			
6b. Bank Transit/Routing Number (9 Digit #)		6c. Bank Account Number	
7. Signature	8. Date	9. Your Telephone #	

PLEASE ATTACH A VOIDED CHECK HERE

A voided check is necessary to verify the Bank Transit Number & Your Account Number. If your Direct Deposit goes to a checking account, this form will be returned to you if a voided check is not provided. (Please do not attach deposit slips)

Direct Deposit may be made to a checking account OR a savings account. If you elect to use a savings account for the Direct Deposit, it is not necessary to attach a voided check – just provide us with the bank routing number and your bank account number, both available from your bank.