



(For Office Use Only)

Effective Date _____

Pay Cycle: BW SM M

Initials _____

AUTHORIZATION FOR PAYROLL CARD

I hereby request that the CLEVELAND STATE UNIVERSITY PAYROLL DEPARTMENT transfer my net pay to a U.S. BANK PAYROLL CARD and that this card be mailed to me at the home address maintained in CSU's Human Resources Information System. Cleveland State University will provide U.S. Bank with social security numbers and home phone numbers as part of the Payroll Card record.

Name _____ CSU ID _____
(Please Print)

CSU Extension _____ Mother's Maiden Name _____
(U. S. Bank requirement)

Date _____ Signature _____

I understand and agree that this request is to remain in full force and effect until the Cleveland State University Payroll Department has received written notification from me of any change or termination in this request in such manner as to accord the Cleveland State University Payroll Department a reasonable opportunity to act on such notification.

BANK ROUTING NO. 121139313 BANK ACCT. NO. XXXXXXXX

FINANCIAL INST. U.S. BANK CITY CLEVELAND STATE OH ZIP 44115