



## Direct Deposit

### The BEST way to receive your Pension Benefit

#### And here's why...

Direct deposit is *safe* because your benefit payment is automatically deposited into your bank account – no more worrying about lost or stolen checks or delays caused by mail service.

Direct deposit is *fast* because no matter if you are sick or away from home, your check is still deposited into your account. No more standing in long bank lines or waiting for your check to clear.

Direct deposit is *easy* because your benefit payment is deposited into your checking or savings account on time, correctly and confidentially.

Please take a few minutes and complete the form on the back so you can take advantage of the benefits of Direct Deposit. It will take the Fund Office about 45 days after it receives your authorization to set up the procedure with your bank. The first payment after the Direct Deposit is set up or changed is issued as a paper check and mailed to the address on file. This is to confirm the Direct Deposit information before depositing the payment in the account.

Once the Direct Deposit is set up, you will be notified by mail each month that your check is electronically deposited. Please be assured there will be no interruption in your monthly benefit and there is no cost to you.

#### \*\*\*IMPORTANT\*\*\*

If you elect to begin Direct Deposit, please notify the Fund Office *immediately* whenever you change your address so that our records will be updated and you will continue to receive your monthly Direct Deposit statement. If your statement is returned to the Fund Office, your benefit may be suspended until an updated address is provided to the Fund Office.

## DIRECT DEPOSIT AGREEMENT

Name of Payee \_\_\_\_\_ Social Security No \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No \_\_\_\_\_

**Bank Account Information – Attach a voided check from your account and complete the information below. See sample check at the bottom of the page for help completing this section.**

Routing No.  Account No. \_\_\_\_\_

Type of Account: ☐ Checking  
Attach a voided check

☐ Savings  
Contact your financial institution for the correct routing and account numbers, **do not attach a savings withdrawal form or a deposit slip!**

### Financial Institution

Name \_\_\_\_\_ Telephone No \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

*If you are receiving this pension benefit as an Alternate Payee or a Beneficiary (e.g. a widow) of a Participant in the Pension Fund, please write the name and social security number of that Participant below:*

Participant \_\_\_\_\_ Social Security No \_\_\_\_\_

I, the undersigned, hereby authorize the Board of Trustees of the Pension Trust Fund ("the Pension Fund") to deposit all amounts due to me under the Pension Plan in my account at the Financial Institution named above. This authorization shall remain in force until I revoke it in writing or until my death, whichever occurs first. If, due to lack of knowledge of my death, the Pension Fund distributes benefit checks after my death for deposit in my account, I authorize and direct the Financial Institution to refund the Pension Fund any amounts paid after my death.

Payee Signature \_\_\_\_\_

Date \_\_\_\_\_

**RUFUS MAPLE**  
**MARY MAPLE**  
123 Main Street  
Anyplace, LA 70000

PAY TO THE  
ORDER OF \_\_\_\_\_ \$ \_\_\_\_\_

ANYPLACE BANK  
Anyplace, LA 70000

For \_\_\_\_\_

Routing number \_\_\_\_\_ Account number \_\_\_\_\_

15-000000000 1234

Do not include the check number

1: (250250025) 202020 186 1234

**Note:** The routing and account numbers may be in different places on your check.