For secondary accounts only
Which Credit Union?

Gap ☐ Teamster ☐
UPS ☐ LOCAL # _____ (Example 804)

RRDD: ____/____

PAY CYCLE:
☐ Hourly ☐ Semi-Monthly ☐ Monthly

EMPLOYEE NAME: _____

EMPLOYEE ID OR SSN: _____

PAPERLESS:
☐ Yes ☐ No
If there is no selection made for paperless, you will automatically be placed as paperless.

NET PAY DIRECT DEPOSIT

BANK NAME: _____ ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TRANSIT/ROUTING NUMBER | ACCOUNT NUMBER | ACCOUNT TYPE

NEW: ☐ DELETE: ☐

Secondary/Additional Direct Deposit Accounts

Secondary accounts can only be GAP, Teamster, Local and UPS credit unions.

TRANSIT/ROUTING NUMBER | ACCOUNT NUMBER | ACCOUNT TYPE | AMOUNT or %

CUC ☐
CUS ☐

NEW: ☐ UPDATE: ☐ DELETE: ☐

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TRANSIT/ROUTING NUMBER | ACCOUNT NUMBER | ACCOUNT TYPE | AMOUNT or %

CUC ☐
CUS ☐

NEW: ☐ UPDATE: ☐ DELETE: ☐

Note: The bank selected to receive the direct deposit must be a member of the National Automated Clearing House Association (NACHA).

I _____ authorize UPS to initiate credit entries and correct debit entries, if necessary, to the bank account noted above. This authority is to remain in full force until UPS has received written notification from me of its termination. Written termination shall be received in such time as to afford UPS, and the bank a reasonable opportunity to act on it.

Note: When changing your direct deposit from one account to another, there will be a time delay in the transfer of account information. **During this time period the employee will receive an actual paycheck**. This check must be deposited or cashed by the employee. Direct deposit funds are available on Friday.

CUC = CREDIT UNION CHECKING
CUS = CREDIT UNION SAVINGS

Only two additional accounts are allowed.
Main account can be with any bank of your choosing.
Secondary accounts can only be GAP, Teamster or UPS Credit Unions.

Sign: _____ Date: _____

Email the completed form to: secondarydirectdeposit@ups.com.