

# Tulsa's Green Country Staffing Employee Direct Deposit Enrollment Form

Complete **ALL** of the information below. We **WILL NOT** process with *illegible* or *missing information*.

**YOU ARE RESPONSIBLE FOR NOTIFYING TGCS, IN WRITING, OF ANY CHANGES TO YOUR DIRECT DEPOSIT. THIS FORM WILL BE GIVEN TO ACCOUNTING AND ATTACHED TO YOUR SOCIAL SECURITY NUMBER EVEN IF YOU NEVER WORK.**

Employee Name: \_\_\_\_\_ (print)

Employee Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Bank Routing #: \_\_\_\_\_ (9-digit number)

Checking Account #: \_\_\_\_\_

Bank Name: \_\_\_\_\_ (REQUIRED)

Note: By signing this form, you are authorizing Tulsa's Green Country Staffing, LLC to deposit your Entire Net Amount of your paycheck.

\*For updated banking information, it may take up to 1 week for the first deposit\*

Include a copy of your **VOIDED** check showing the account and routing numbers  
**OR** attach your banking information.

Do not write below this line

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Date Received: \_\_\_/\_\_\_/\_\_\_ Entered: \_\_\_/\_\_\_/\_\_\_ Payroll: \_\_\_\_\_

Place Copy of Voided  
Check Here