

# DIRECT DEPOSIT UPDATE

## Attendant Name

First:  Last:  PPL ID:

Select this option if you would like all payments to be deposited in the same account for all Members for which you provide services.

► If you did not select the option above, enter Member and Employer Name below. If you work for multiple Members/Employers, you will need to submit this form for each Member/Employer.

## Member Name

First:  Last:  PPL ID:

## Employer Name (this must be completed)

First:  Last:

Please select if you would like to be paid through direct deposit: You will be paid by paper check until direct deposit is set up. It takes one to two pay periods for direct deposit to become active. If you need to update your bank account details, you must submit a new form.

## Payment Details

Direct Deposit to Bank Account

Account Type (select one):  Checking Account  Savings Account

Banking Institution Name:

Routing Number:

Account Number:

## Pay Stub

Your pay stub is available through the web portal or the mobile app. If you do not have access to the internet through a computer, tablet, or smart phone, then select the checkbox.  Please send my pay stub in the mail.

## Agree and Sign

The Attendant confirms:

- I have read all of this form
- The details I have provided are accurate and complete
- PPL can deposit my payment directly into my bank account based on my choice above
- If I fail to provide complete and accurate information on this form, processing may be delayed or made impossible, or my electronic payments may be erroneously made
- PPL can withdraw from the designated account all amounts deposited electronically in error
- If my account is closed or has an does not have enough money to allow withdrawal, then PPL can withhold any payment owed to me until the incorrect deposited amounts are repaid
- If I want to cancel direct deposit, I will contact PPL customer service and provide both the account and routing number

Attendant Signature:

Date: