



DIRECT DEPOSIT AUTHORIZATION

NOTE: All payments to Nu Jan Building Services from will be deposited into the account of Nu Jan Building Services, LLC from your financial institution. Verify with your financial institution on your pay date that direct deposit to Nu Jan Building Services, LLC has gone into effect – the institution name will not appear on your earnings statement.

Background Information	
Full Legal Name: NU JAN BUILDING SERVICES, LLC	Telephone Number: (206) 905 - 3684
Street Address: 1546 NW 56th Street	Fax Number: (206) 299 - 9743
City, State, Zip Code: SEATTLE, WA, 98107	E-mail Address: sales@nujanservices.com
Employer EIN Number: 47 - 2332342	
Financial Institution	
Bank Name: BANK OF AMERICA	Branch:
Routing Transit Number: 125000024	Customer Account Number:
Account Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	Deposit Type: <input type="checkbox"/> Balance <input type="checkbox"/> Flat Amount: \$ _____ <input type="checkbox"/> Percentage of Net Pay _____ %
Signature and Authorization	
<p>I authorize to initiate a monthly credit due on the 1st of each month in the amount on invoices and, if necessary, debit entries and adjustments for any credit entries in error, directly to the bank account(s) indicated above and to correct any errors that may occur from these transactions. I also authorize the financial institution to credit or debit these amounts from these accounts. This authorization will remain in force until Nu Jan Building Services, LLC receives written notice from me to cancel or change this authorization and has a reasonable opportunity to act on it.</p>	
Signature:	Date:

NOTE: After providing authorization for direct deposit, all funds specified will be deposited directly to your bank account unless this agreement is terminated or amended by written notification. It is the employee's responsibility to notify the offices above in writing. If a change to your bank account occurs without [Nu Jan Building Services](#) receiving written notification, a delay in the receipt of funds will occur (up to 10 business days). If funds are direct deposited to your account in error, [Nu Jan Building Services](#) may initiate a debit transaction against the account to recover/remove the funds.

It is the recipient's responsibility to ensure that funds are in the bank prior to any withdrawal.

Cancellation	
EFFECTIVE DATE:	
I hereby cancel the authorization for to originate direct deposit entries to my checking/savings account(s).	
Signature:	Date:

****Attach a voided check or copy of a check for checking account**
DO NOT ATTACH A DEPOSIT SLIP.**