



Payroll Department
(732) 235-9207
(732) 235-9241 Fax

Paperless Direct Deposit Election Form

This form will authorize the Payroll Department to take the necessary action requested below:

I wish to receive paper direct deposit paystubs.

I do **not** wish to receive paper direct deposit paystubs.

Name: _____
(please print)

Employee ID: _____
(ex. A23456789)

Telephone #: (____) _____

Fax #: (____) _____

Signature

Date

Note: Please allow one pay cycle for a change in your election to take effect.

Please return this form to the Payroll Department by fax, (732) 235-9241, or inter-office mail to Payroll Dept., Liberty Plaza, 4th Floor, New Brunswick Campus.

To Be Completed By Payroll Dept. Only:

Received By:

Name/Signature

Date

Processed in Banner By:

Name/Signature

Date