



# Payroll Authorization Form

City of South Padre Island  
4601 Padre Blvd.  
South Padre Island, TX 78597  
Phone: (956) 761-8131  
Fax: (956) 761-3892

## Authorization Agreement for Accounts Payable

Please select ACH Direct Deposit or Payroll card option below. Complete the form and sign in the appropriate section. Any future changes will require a new form to be completed.

### ACH Direct Deposit

I hereby authorize the City of South Padre Island to initiate deposits (ACH payments) to the above named financial institution and bank account. I understand that these monies will be available Wednesday morning.

Financial Institution Name (Depository): \_\_\_\_\_

Type of Account:

Routing (ABA) #: \_\_\_\_\_

Checkings

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

Savings

Employee Name (Print): \_\_\_\_\_

Employee Authorized Signature: \_\_\_\_\_

Department / Division: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: