mcera
Marin County Employees' Retirement Association
One McInnis Parkway, First Floor, San Rafael, CA 94903 • Phone: (415) 473-6147 • Fax: (415) 473-3612 • www.mcera.org

DIRECT DEPOSIT

(PLEASE PRINT)

SSN: _____ EMPLOYEE ID NO.: _____

Name: _____ _____
LAST FIRST

Phone: _____

☐ **Stop Existing Direct Deposit.** I understand checks will be mailed on the last working day of the month to the address on file with MCERA.

☐ **Establish New Account.**

☐ **Change an Existing Direct Deposit Account.**

I hereby authorize the Marin County Employees' Retirement Association to initiate deposits, and/or corrections to previous deposits to the financial institution indicated below. I further authorize the financial institution to credit and/or correct the amounts posted to my account. This authority is to remain in full force and effect until I revoke it by giving written notice to the Retirement Association.

NOTE: If you are initiating or changing a direct deposit account, your first check after MCERA receives this form will be mailed to your home address while we test account information. Subsequent checks will be deposited directly to your bank account, with funds available the morning of the last day of the month. A corresponding advice notice will be sent to your home address.

PLEASE INDICATE BELOW WHETHER THIS IS A CHECKING OR SAVINGS ACCOUNT.

☐ Checking Account
☐ Savings Account

If this is a **checking** account, you must attach a **BLANK VOIDED CHECK** (not a deposit slip).

If this is a **savings** account, have the savings institution complete the following:

Name of Institution: _____

Routing and Transit No.: _____

Account No.: _____

SIGNATURE: _____ DATE: _____