



UNIVERSITY OF CALIFORNIA, SAN DIEGO

Payroll Wage Disposition Form

PRINT NAME (Last, First, Middle Int.)	Employee No.	Campus Phone	Mail Code
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MAIL CODE CHANGE ONLY No change to existing Payroll Wage Distribution. No further information required.

Signature

Date

Please select **ONE** of the following **OPTIONS** to designate net payroll earnings distribution.

OPTION I DIRECT DEPOSIT
This option will automatically deposit your net check at the financial institution provided below. This information will also be used for the deposit of any non-payroll checks issued from Disbursements Division.

Type of Account:
(Choose One)

Checking
A voided **check** must be attached by **taping** it in the box below.

Savings
A copy of your bank membership card must be attached by **taping** it in the box below.

T a p e H e r e	<p>Direct Deposit will take effect within eight weeks from the date this form is processed by Payroll. This also applies when a change is made to existing direct deposit information. A paper check will be issued in the interim.</p> <p>The "gross to net" earnings statement will be made available to you on payday.</p> <p>Direct Deposit guarantees the deposit of funds to your account on pay day.</p> <p>* Debits shall be initiated only to effect appropriate adjustments against a prior credit made for the same pay date. These debit transactions are limited to reductions for University salary overpayments and to respond to mandatory court orders.</p>	T a p e H e r e
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Financial Institution Account Number Routing Number

I hereby authorize the University of California, San Diego to initiate credits and/or debits to my account. Please see above " * " for explanation of debits. This authorization is to remain in effect until cancelled in writing by submitting a new Payroll Wage Distribution Request Form, FO 2048.

Signature

Date

OPTION II CHECK ISSUANCE
This option will issue a paper check mailed to your departmental mail code provided above.

Signature

Date

This form is to be returned to Payroll, mail code 0952 or FAXED (858) 534-7423.