



President Container Group

290 Ballard Road • Middletown, New York 10941
Phone: 845.516.1600
Fax: 845.692.2001

DIRECT DEPOSIT FORM

This form enables PCG's payroll department to electronically deposit money from your paycheck into your designated bank account(s). You still receive your paycheck with the remainder of your pay(if you are not depositing the entire amount) along with your stub showing the deduction and tax amounts etc.

Note: PCG will not be held responsible for any bank fees that may incur due to an untimely deposit of your money into the designated account(s). An untimely deposit may occur due to: (1) inaccurate routing/account numbers entered on this form: (2) delayed posting on the part of the receiving bank's part(i.e. the bank, in which your account is located). **IN ANY EVENT, ALWAYS MAKE SURE FUNDS ARE POSTED TO YOUR ACCOUNT BEFORE ATTEMPTING TO DRAW FROM THEM.**

Please Print

Name: _____

Address: _____

Please fill in where your check is going to be distributed.

All in my Checking Acct # _____ Routing # _____

Please split my deposit

\$ _____ or _____ % in checking acct # _____ Routing # _____

\$ _____ or _____ % in checking acct # _____ Routing # _____

All in my Saving Acct # _____ Routing # _____

Employee Signature

Date

By signing this form I acknowledge that I have carefully read this form, and that I authorize PCG to electronically deposit the above mentioned amounts into their respective accounts. In addition, I hereby authorize PCG to perform any debit entries to my account for purposes of correcting deposit errors. This authority shall remain in full effect until a written letter of termination or another Direct Deposit Form is received by the PCG Payroll, and PCG shall have a reasonable amount of time to act on the termination. I further understand that in the event I change the bank account designation as set forth above, I should concurrently maintain both the account(s) above and the new designated account until the transition is complete so as to avoid any potential errors in direct deposit. One dollar will be deducted from paychecks for the direct deposit service.

Please attach a voided check or attach a letter from bank to savings account.

Corporate Headquarters

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