Form PR-8B

Faculty, Post-Docs, and EPA Student Employees: Use form PR-8A.

The University of North Carolina at Chapel Hill
Direct Payroll Deposit Authorization Form for All SPA Employees (Permanent, Temporary, and Student Employees) and EPA Non-Faculty Employees

Instructions:

- *Submit a direct deposit authorization form upon hiring and whenever your bank or account information changes.*
- *This form (PR-8B) is for use by all SPA Employees and EPA Non-Faculty employees only. (Applicable EPA rank codes: 06—19.) A different direct deposit form (PR-8A) must be used by Faculty, Post Docs, EPA biweekly and other student employees paid on the monthly payroll. If you are uncertain which form to use, ask your department's Human Resource Facilitator.*
- *Submit completed form to Payroll Services, CB# 1260, UNC-Chapel Hill, and Chapel Hill, NC 27599-1260.*
- *Please print or type.*

Check one: ☐ New Authorization ☐ Change in Bank or Account

1. Bank or Credit Union Name _____

2a. City _____

2.b State ___

3. Employee Name _____

4. Account Type (check one) ☐ Checking ☐ Savings

5. Employee Social Security No. _____

6. Bank or Credit Union Transit No. _____

7. Bank or Credit Union Account No. _____

8. Employee Type (**check one):**

☐ SPA Permanent, Temporary, or Student Employee paid on the biweekly payroll
☐ EPA Non-Faculty paid on the monthly payroll

I authorize my employer, The University of North Carolina at Chapel Hill, to deposit my net payroll earnings to my bank account indicated on this form.

I understand that, should I terminate University employment, my final paycheck will not be deposited to my bank account but will be forwarded to my department.

9. Date _____ **10. Signature** _____

11. Attach a pre-printed **VOIDED CHECK** from your bank or credit union checking account below. For direct deposit to a savings account, attach written documentation.

Attach voided check here

Form PR-8B, Rev. 03-06-08