

*Westmoreland
County*

Payroll Direct Deposit Termination Form

Controller's Office
2 N. Main St., Suite 111
Greensburg, PA 15601

Phone: 724-830-3133
Fax: 724-830-3134
E-mail: payroll@co.westmoreland.pa.us

Employee Name:

Last 4 digits of SSN:

Phone:

Dept:

Financial Institution:

Name:

City:

State:

Zip:

Checking Account

OR

Savings Account

Routing No.

Account No.

I authorize Westmoreland County to discontinue the deposit of my net check to the account named above.

Do not close your account without giving the Payroll office two weeks prior notice.

Employee Signature _____ Date _____

See the sample check below to help locate your 9 digit routing number and your bank account number:

U.S. Checks

PAY TO _____ DATE _____ 1001
THE ORDER OF _____ \$ _____
DOLLARS

YOUR FINANCIAL INSTITUTION
BANK ADDRESS
BANK CITY, STATE, ZIP
BANK PHONE

FOR _____

⑆123456789⑆ 0123456789012 1001

Bank Routing Number Bank Account Number