



DEPARTMENT OF FINANCE AND ADMINISTRATION  
**Office of Personnel Management**  
**Mandatory Direct Deposit Notification**  
(To be signed by all new hires, and rehires after August 12, 2005)

In accordance with Act 1887 of 2005, as a condition of employment, a person hired or appointed to a position in any agency in State government on or after August 12, 2005 shall be required to accept payment of salary or wages by electronic warrants transfer (ACH). The ACH payment shall be in the form of a direct deposit.

I understand that as a condition of employment, because I am a new hire or rehire applicant, I must comply with the law and enroll and remain enrolled in direct deposit or request an exemption from these requirements.

The Chief Fiscal Officer of the State has the authority to grant exemptions to the direct deposit requirement due to hardship or any other reasonable basis.

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Applicant's Name *(Please print)*

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Applicant's Signature

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Date

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Agency Name

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Hiring Supervisor

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Advertised Position #

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Advertised Position Title