



## AUTHORIZATION TO CHANGE DIRECT DEPOSIT

**Instructions:** Complete this form and provide it to your payroll office or any other company that makes a direct deposit into your old account. This form will change those direct deposits into your new Encentus account.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee / Deposit's Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City / State / Zip

To Whom It May Concern:

You are currently making direct deposits on my behalf to the following account:

Old Bank Name: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Please change my direct deposit to the following account:

Encentus Federal Credit Union  
1320 S. Lewis Ave.  
Tulsa, OK 74104  
Routing Number: 303986229

Savings / Checking (circle one)

Account Number: \_\_\_\_\_

If you have any questions about this request, please contact me at (        ) \_\_\_\_\_ - \_\_\_\_\_.

Thank you,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Employee ID or Social Security #

\_\_\_\_\_  
Full Address (street, city, zip)