



MIT
FEDERAL CREDIT UNION

Direct Deposit Form

Salary payments for direct deposit are made electronically through a secure server to your financial institution (MIT Federal Credit Union). You will receive a complete earnings statement each payday, indicating the amount forwarded to your designated account as well as tax, insurance, and other withholdings.

Section I

Employee/Student Information

Last Name _____ First _____ Middle _____
 Social Security Number _____ - _____ - _____ Date of Birth: ____/____/____ Select one: ___ Male ___ Female
 Current Address _____ City _____ State _____ Zip _____
 Work Address _____ City _____ State _____ Zip _____
 Home Phone # _____ Work Phone # _____ Pay Frequency: Select one
 MIT E-mail Address _____ MIT ID # _____ ___ Weekly ___ Monthly

Section II

Bank Deposit Authorization

Please forward my salary payment to my financial institution as follows:

Deposit to: Select one: ___ Checking ___ Savings

MIT Federal Credit Union
 Financial Institution Name

700 Technology Square, Cambridge, MA 02139
 Financial Institution Address

211381754
 Routing & Transit Number

 Account Number

 Employee's Signature Date

Please return the completed form with a savings account deposit slip or a voided check to:

Campus Employees/Students: MIT, 77 Massachusetts Ave., Payroll Office, NE49-3131, Cambridge, MA 02139-4307
Lincoln Laboratory Employees: MIT Lincoln Laboratory, 244 Wood St., Payroll Office, A-281, Lexington, MA 02421-6426