



\_\_\_\_\_ is going 100% direct deposit!

**Direct Deposit is simple.**

Once you have signed up for Direct Deposit, you don't have to go to the bank to deposit checks.

Your money is automatically deposited into your account on time, every time - and you don't have to be at work - or even in town!

**Direct Deposit is safe.**

**Direct Deposit payments never get lost.**

**Direct Deposit is confidential.** Money is transferred electronically and passes through fewer hands than a check.

Problems with Direct Deposit, which are rare, are quickly resolved.

**Direct Deposit is smart.**

Direct Deposit gives you access to your money earlier than check deposits. There is no waiting for checks to clear.

Direct Deposit puts you in charge of your money. Financial planners recommend Direct Deposit as one step towards gaining control of your finances.

With Direct Deposit, you decide how to divide your pay among your accounts and it will be done automatically.

We will issue a payment summary every deposit that will look much like your paycheck stub looks today. It will show your deductions for taxes, insurance, and other obligations, and will reflect the balance that was deposited into your account(s).

**Direct Deposit with Directo**

If you don't have a bank account, you can open one here with Directo. You can use Directo's pay card to withdraw money at ATMs, shop, and pay bills electronically. Directo never checks credit.

**Important!**

As of \_\_\_\_\_, (company name) will no longer issue payroll checks. Please fill out the attached direct deposit form with a voided check or savings deposit form, and drop it off at the payroll office. If you don't have an account, you have until then to open one. If you prefer, you may open a Directo paycard account here in the office. More information about the Directo account is attached.