



# Direct Deposit/Automatic Payment Form

The fastest, most convenient way to manage your everyday financial transactions—  
and it's free!

## Benefits Include:

- **Convenient-** Your money is deposited automatically for you, even when you're ill, on vacation or too busy to get to the Credit Union. Your check is deposited electronically to your LFCU Account.
- **Fast-** You have immediate access to your money on the day of the deposit.
- **Safe-** Never worry about checks getting lost or stolen.
- **Automatic Saving-** Watch your savings grow when you have at least part of your pay directed to savings.
- **Automatic Payment-** You can also use the Routing Number & Account Number to setup automatic payment for your recurring bills from your checking account.

## Three Easy Steps to Set up Direct Deposit or Automatic Payments

### Step 1. Gather Account Information

You must provide your account information about where the money will be deposited.

**Routing Number (RTN) (9 digits)**

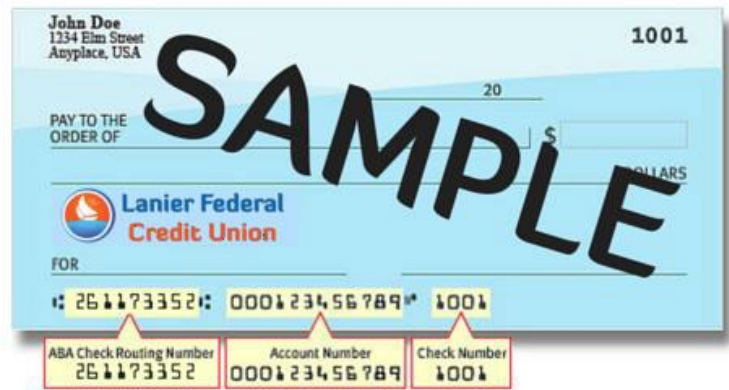
\_\_\_\_\_

**Account Number (do not include check #)**

\_\_\_\_\_

**Type of Account (Circle One)**

Checking Savings Money Market Account



### Step 2. Contact Your Employer or Payer

Use the table below to find the correct contact to learn if your payer offers direct deposit services and to provide your account information. Your payer may need you to complete a form or provide a voided check to process your request.

Type of Direct Deposit	Existing Enrollment (To change the Financial Institution receiving deposits electronically)	New Enrollment (To change your paper checks to electronic checks)
- Salary/Wages - Pension - Dividend/Investment Income	Contact your employer or other payer directly with the information on this form.	
- Social Security (SSA) - Supplemental Security Income (SSI)	Call 1 (800) 772-1213	Visit one of Lanier Federal Credit Union's branches: Oakwood, Gainesville or Jefferson
- Railroad Retirement	Call 1 (877) 772-5772	
- Civil Service Retirement (Office of Personnel Management)	Call 1 (888) 767-6738	
- Veterans Compensation & Pension	Call 1 (877) 838-2778	
- Other Federal Agency Benefits	Contact the agency directly.	

### Step 3. Monitor Your Account

For direct deposit, it can take 1-2 months for your payer to process your request for you to begin receiving electronic deposits.

**Questions?** Call LFCU at 770-503-1765 or visit the Oakwood, Gainesville or Jefferson Branch today!