



# Switching Direct Deposit Made Easy

## Personal Account

This form authorizes an employer to deposit payroll or other checks into your new Bar Harbor Bank & Trust account. Please complete one form for each automatic deposit you wish to change. The information can be found on your new checks or deposit slips, and your employee benefits statements. **Once completed, forward this form to your Employer's Human Resources Department.**

### To:

Employer Name			
Employer Address Line 1			
Employer Address Line 2			
City/State/Zip			

### From:

Name			
Address			
City/State/Zip		Telephone	

### Please ensure all future Direct Deposits are made into my Bar Harbor Bank & Trust account:

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

Checking Account

Routing Number: 011201759

Savings Account

Deposit Amount: \$ \_\_\_\_\_

Existing Direct Deposit

New Direct Deposit

Signature \_\_\_\_\_

Date \_\_\_\_\_

### ATTACH A BAR HARBOR BANK & TRUST VOIDED CHECK TO THIS FORM

**Employer** – If you are unable to accept this form, please forward your authorization form to your employee.

### Questions?

We're here to help! Stop into any of our local branches or contact our friendly Customer Service Center at 888-853-7100.