



Hart County Board of Commissioners
800 Chandler Street
Hartwell GA, 30643
(706) 376-2024, 706 856-5358 (fax)

Direct Deposit Agreement Form

Authorization Agreement

I hereby authorize Hart County Board of Commissioners to initiate automatic payroll deposits to my account at the financial institution named below. I also authorize Hart County Board of Commissioners to make withdrawals from this account in the event that a credit entry is made in error.

Further, I agree not to hold Hart County Board of Commissioners responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement will remain in effect until Hart County Board of Commissioners receives a written notice of cancellation from me or my financial institution, or until I submit a new direct deposit form to the Payroll Department.

Account Information

Name of Financial Institution: _____

Routing Number: _____

Account Number: _____

Check one: _____ checking _____ savings

Authorized Signature (Primary): _____

Please attach a voided check and return this form to the BOC Administrative Office. If you have multiple bank accounts complete a separate form for each account.