

## M40: Termination of Payroll Check Direct Deposit, 1122

Effective Date: 11/28/00

Prior Date: None

[Fiscal Agent Handbook Index](#) | [Forms Instructions Index](#)

<a href="#">Facsimile</a>	<a href="#">Instructions: Termination of Payroll Check Direct Deposit</a>	<a href="#">Questions</a>
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### Instructions

- | <u>Item</u> | <u>Description</u>  |
|-------------|---|
| 1           | <u>Employee's Name</u> : Enter the name of the employee requesting the discontinuance of direct depositing of payroll checks.                     |
| 2           | <u>Social Security #</u> : Enter the social security number of the employee requesting the discontinuance of direct depositing of payroll checks. |
| 3           | <u>Requested Effective Date</u> : Enter the date that the direct depositing of payroll checks should be discontinued.                             |
| 4           | <u>Signature</u> : The signature of the employee requesting the discontinuance of direct depositing of payroll checks must appear here.           |
| 5           | <u>Date</u> : Enter the date this form is signed.   |

After completely filling out the form, it should be submitted to Payroll located in E-220 extension 5195.

[Return](#)

***For more information contact us***  
[Loretta K. Pienta](#)

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## Facsimile

**N** Northeastern  
Illinois  
University  
UNIVERSITY OF ILLINOIS SYSTEM  
CHICAGO, ILLINOIS 60607-7000  
PAYROLL

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**TERMINATION OF PAYROLL CHECK  
DIRECT DEPOSIT**

Employee's Name : \_\_\_\_\_ (1)

S.S# : \_\_\_\_\_ (2)

Requested Effective Date : \_\_\_\_\_ (3)

  
  
  
  
  
  
  
  
  
  

(4) \_\_\_\_\_ (5) \_\_\_\_\_  
Signature Date

1122B 2/04

[Return](#)

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### Questions

Questions relative to the Termination of Payroll Check Direct Deposit should be directed to X5198.

[Return](#)

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