



Client Bank Account Change Request Form

Client Name: _____ ID# _____

Effective Date: _____ Starting Check # _____

New Account Used For:

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Payroll Checks | <input type="checkbox"/> Tax Deposits |
| <input type="checkbox"/> Direct Deposit | <input type="checkbox"/> PCS Billing |
| <input type="checkbox"/> Third Party Checks (Agency Checks) | |

Important: Please attach a voided check or bank specification sheet.

I authorize Mint Payroll LLC to initiate the banking related changes stated above to our payroll account.

Printed Name: _____

Signature: _____ Date: _____

Internal Use Only:

Received / Changed By: _____ Date Received: _____

Manager Verified: _____ Date Verified: _____