



3595 Grandview Parkway, Suite 450, Birmingham, Alabama 35243

Ph: 205.444.0080 Fx: 205.444.0088, www.savelasolutions.com

the professional fit

## STOP DIRECT DEPOSIT

Checking Account # \_\_\_\_\_ Routing # \_\_\_\_\_

Savings Account # \_\_\_\_\_ Routing # \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Social Security # \_\_\_\_\_ Date: \_\_\_\_\_

### IMPORTANT NOTICE:

**Do not close your account until after you have notified Savela Solutions. Please allow one to two pay Periods to stop your direct deposit. Once your direct deposit has been stopped you will receive a Live check. If you wish to set up new direct deposit information, please fill out a new direct deposit form and submit to payroll.**

.....  
Payroll use only:

Date turned off: \_\_\_\_\_