



PAY SELECTION FORM

Worker Name: _____ Date of Birth: _____
(please print)

Consumer Direct Care Network Tennessee (CDTN) issues pay by direct deposit. This is to a bank account or a pay card. Direct deposits avoid all possible delays from mail delivery. That helps you access your pay on pay day. Pay stubs (summaries) are available online through our secure web portal, DirectMyCare.com.

CDTN offers the following pay options. Please check one option below.

- Direct Deposit to a Wisely Pay Card Account.** I authorize CDTN to issue me a Wisely Pay Card and make payroll deposits to my card account. It is mailed to me by ADP in an unmarked envelope about 2 weeks after my enrollment paperwork is approved.
- Direct Deposit to an Existing Checking, Savings or Pay Card Account.** I authorize CDTN to initiate payroll deposits to my bank or financial institution.

The Name of my bank is:

The Account Type is (check one): Checking. Savings. Pay Card.

AN ATTACHMENT IS REQUIRED.

For a Checking Account. Please attach a voided check. This is preferred.

A bank-issued direct deposit form or bank letter* is ok too.

For a Savings Account or Pay Card. Please attach a bank-issued direct deposit form or bank letter.*

**Do not submit a deposit slip. The routing numbers differ from direct deposit routing numbers.*

Acknowledgement. I authorize CDTN to process my selected method of pay. I understand that:

- I will be issued a Wisely Pay Card if I do not select a Direct Deposit option above or I fail to provide an attachment with routing numbers for bank deposits.
- CDTN reserves the right to refuse any direct deposit request.
- I am responsible to confirm that each deposit has occurred. I must pay any fees caused by overdrafts on my account.
- I may receive a paper check for my first two pay periods during account set up.
- All direct deposits are made through an Automated Clearing House (ACH). Processing is subject to ACH terms. The terms of my bank also apply.
- If funds are deposited to my account in error, or an improper payment is made, I authorize CDTN to debit my account to correct the error. If my account cannot be debited due to closure or insufficient balance, then CDTN may withhold future payments until the erroneous deposited amounts are repaid.
- I must submit a new Pay Selection Form to CDTN if I wish to change my Direct Deposit option.

Worker Signature

Date

