



Watertown Contributory Retirement System

REQUEST FOR DIRECT DEPOSIT OF MONTHLY RETIREMENT CHECK

(DIRECT DEPOSIT IS REQUIRED ON ALL RETIREMENTS EFFECTIVE AFTER 12/31/2001)

Please make arrangements to have my monthly retirement check deposited directly into my account held at the following:

BANK NAME:	
Your Name:	
Your Address:	
City/State/Zip:	
Phone Number:	

Please check one:

<input type="checkbox"/>	Checking	<i>Please provide a voided personal check</i>
<input type="checkbox"/>	Savings	<i>Please provide a savings account deposit slip</i>

- ❖ **IN ALL CASES THE RETIREE/BENEFICIARY NAME MUST APPEAR ON THE DOCUMENTS PROVIDED TO VERIFY THAT THEY ARE THE ACCOUNT HOLDER.**
- ❖ **STARTER CHECKS ARE NOT ACCEPTABLE FORMS OF VERIFICATION.**

Signature:	
Date:	

IMPORTANT: One pay period is required to set up the direct deposit account. Therefore, the first retirement check issued after you wish to establish the account, will be a **LIVE CHECK**. The following month your check will be directly deposited into your bank account. If you have any questions or concerns, feel free to contact our office.