



Watertown Contributory Retirement System
REQUEST FOR DIRECT DEPOSIT
OF
MONTHLY RETIREMENT CHECK

(DIRECT DEPOSIT IS REQUIRED ON ALL RETIREMENTS)

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:	
Email address:	

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.