

Welcome to Team ColCal!



Below you need to complete the employee information and payroll setup forms
ColCal pays bi-weekly via direct deposit to a bank account or paycard.

If you wish to have a paycard ask your manager for a card and include the 10 digit bold number from the envelope window in the form below.

You can indicate one account (single-account distribution) or more than one account (multiple account distribution).

If you specify an amount when using multiple-account distributions, direct deposit will attempt to pay that amount. If a percent is entered, then direct deposit will multiply the percent by the employee's net wages in the payroll run and attempt to pay that amount. Each time an account is paid, net wages for you are reduced, until all the net wages are exhausted or until all lines have been paid. Any funds remaining are added to the account indicated by you in the "Remainder of Net" column.

If you choose to use multiple-account distributions, you should be aware that if the net wages in your payroll are not sufficient to pay all items defined by you, the items are paid in full from top to bottom until all net wages are paid. In no circumstances will you have more or less money paid to accounts than the net wages in the payroll run.

First name		Middle	Last	
Mailing Address		City	State	Zip
Social Security Number	Phone Number		Email Address	
Type of Payroll Enrollment		Taco Bell Number		

Complete this Section if Pay will be deposited to a Paycard from ColCal

Paycard Number (10 digits, top bold number in the paycard envelope window)		
Date of Birth (MM/DD/YY)	Mother's Maiden Name	Driver's License Number/State of Issue

Complete this Section if Pay will be deposited into a Bank Account

Type of Account	Bank Routing #	Account #	Amount of each check to be deposited
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I understand that my net pay will be deposited as I have requested above. This authority will remain in effect until I complete a new Direct Deposit Authorization Form

Signature	Date
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