

## **Direct Deposit Form**

Member Information	
Member Name:	
Account Number:	
Member Signature:	
Financial Institution Information	
Institution Name:	Vermont Federal Credit Union
Address:	84 Pine Street Burlington, Vermont 05401
Phone Number:	(802) 658-0225
Routing Number:	211691062
Representative:	
Representative Signature:	

## **Instructions for Completing Direct Deposit Form**

- This form is to assist members in initiating direct deposit from their employers or third
  party payees except Social Security. If you want to complete the form to begin having
  your Social Security deposited into your account please go to <a href="http://www.ssa.gov/deposit/">http://www.ssa.gov/deposit/</a>
- 2. Provided on the Direct Deposit form is the general information on how to provide funds to Vermont Federal Credit Union electronically including: our institution name, address and routing number.
- 3. The member will need to provide to their employer or third party payer the following information: The name listed on their account at Vermont Federal Credit Union and the full account number in which to deposit their funds. (A member services representative can assist you with this information)
- 4. If a member services representative assists you with the process their information will be completed at the bottom of the form if there are any additional questions.
- 5. Vermont Federal Credit Union does not initiate Direct Deposits. Members must work with their income source to begin the process.
- 6. This form, while generated by Vermont Federal Credit Union, may not be the only information you need to provide to your employer or third party payer.

## **General Information**

Post Office Box 407 Burlington, VT 05402-0407

Call Center: (888) 252-0202 Call-24 (Audio Response)

(802) 658-9630 (800) 280-9630 (outside Burlington area)

Email: vermontfederal@vermontfederal.org

Web Site: www.vermontfederal.org



