



## Authorization for Automatic Deposits (Credits) and Electronic Pay Statements

EMPLOYEE NAME	EMPLOYEE NUMBER	WORK LOCATION / ORGANIZATION
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**NEW AUTHORIZATION** (Includes transferring authorization to another bank and/or change of account number.)

I hereby authorize Air Products to initiate credit/debit (deposit net pay) into my:  Checking Account  Savings Account at the following financial institution, and I also hereby authorize the electronic issuance of my pay statement.

FINANCIAL INSTITUTION NAME	
FINANCIAL INSTITUTION ADDRESS	
TRANSIT / ABA NUMBER	ACCOUNT NUMBER

This authority is to remain in full force and effect until

- Air Products and Chemicals, Inc. receives from me a subsequent authorization agreement modifying or canceling this authority in such time as to afford the company a reasonable opportunity to comply; OR
- One month after my employment ends with Air Products and Chemicals, Inc.

**CANCEL EXISTING AUTHORIZATION**

SIGNATURE	DATE
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### INSTRUCTIONS

To have your net pay deposited directly to your checking / savings account, you must:

1. Complete all sections and sign this Authorization Agreement for electronic fund transfer and
2. Submit to the Payroll Department a voided, blank check along with the completed agreement. The Payroll mailstop is W2403; fax number 610-481-3094.

Employees who wish to arrange a direct deposit to a credit union account – other than the APCI Federal Credit Union – or an investment firm money market account should contact their institution for the correct Transit / ABA Number and Account Number.

Automatic deposits must be deposited entirely to one account; that is, they cannot be split among banks or accounts. If you have questions regarding this, please contact your financial institution.

**The TRANSIT / ABA Number can be obtained by contacting your financial institution.**

Changes initiated by this request will normally begin with the following pay period after processing by the Payroll Department.