

Authorization for Electronic Deposit

You can use this form to request a change to how you would like to receive your payments. You can update this information at any time.

If you are using this form to authorize Unemployment Insurance Program payments:

- You need to include a voided check (write "VOID" across the check) or a voided deposit slip.
- Mail or fax this form with your voided check or voided deposit slip to:

Oregon Employment Department
875 Union St NE
Salem, OR 97311
Fax: 503-947-1335

If you are using this form to authorize Paid Leave Oregon payments, mail this form to:

ATTN: Paid Leave Oregon
Oregon Employment Department
875 Union St NE
Salem, OR 97311

Authorization for Electronic Deposit

- Start
 End

Please check which program you are submitting this request for:

- Unemployment Insurance
 Paid Leave Oregon

First name (*Please print*): _____ Last name: _____

Social Security Number (SSN): _____ - _____ - _____ or

Individual Taxpayer Identification Number (ITIN): _____ - _____ - _____

Name of financial institution: _____

Checking Routing number: _____

Savings Bank account number: _____

Name:	SSN/ITIN:
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I authorize the Oregon Employment Department to deposit payments from the Unemployment Insurance Program or Paid Leave Oregon into the account at the financial institution named above. I authorize this institution to accept and distribute my funds in the way I request.

I understand this authorization will override any previous authorization. For benefit payments, this authorization will continue until I notify the Oregon Employment Department to stop the electronic deposit, or it has been a year since I last claimed benefits.

Signature

Date

Provide all required information and documents. Missing information or documents can cause a delay in processing your request.

Need help?

The Oregon Employment Department (OED) is an equal opportunity agency. OED provides free help so you can use our services. Some examples are sign language and spoken-language interpreters, written materials in other languages, large print, audio, and other formats. To get help, please call 503-947-1794 (toll free). TTY users call 711. You can also send an email to Language@employ.oregon.gov.