

RMO Direct Credit & Bank Deductions Authority

Please return the completed form to your RMO Support Unit/Support Person in the addressed envelope enclosed in your pack

Last Name		First Name	
Position (eg, House Officer, Registrar, Fellow)		Department/Run	
RC Code (if known)		Employee Number (if known)	
Pager Number (if known)	Mobile Number		E mail Address (most commonly used)
District Health Board (please circle)	Auckland DHB / Counties Manukau DHB / Waitemata DHB		

RMO Signature:.....

Date:.....

I authorise Payroll Services to:

PLEASE ATTACH BANK DEPOSIT SLIP

NET PAY	This must be an account in your name																															
<input type="checkbox"/> START PAYING my net salary/wages each pay by Direct Credit into my bank account, as follows:																																
Bank: _____	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="2">Bank</td> <td colspan="4">Branch</td> <td colspan="6">Account Number</td> <td colspan="3">Suffix</td> </tr> </table>																	Bank		Branch				Account Number						Suffix		
Bank		Branch				Account Number						Suffix																				
Account Name: _____	If suffix is two digits, please leave last box empty																															
<input type="checkbox"/> CHANGE the account into which my net salary/wages is paid each pay into my bank account, as follows:																																
From Bank: _____	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="2">Bank</td> <td colspan="4">Branch</td> <td colspan="6">Account Number</td> <td colspan="3">Suffix</td> </tr> </table>																	Bank		Branch				Account Number						Suffix		
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To Bank: _____	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="2">Bank</td> <td colspan="4">Branch</td> <td colspan="6">Account Number</td> <td colspan="3">Suffix</td> </tr> </table>																	Bank		Branch				Account Number						Suffix		
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Account Name: _____	If suffix is two digits, please leave last box empty																															

DEDUCTIONS (one only)	This must be an account in your name																															
<input type="checkbox"/> START DEDUCTING from my salary/wages each pay, the sum of \$ _____ into my following bank account:																																
Bank: _____	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="2">Bank</td> <td colspan="4">Branch</td> <td colspan="6">Account Number</td> <td colspan="3">Suffix</td> </tr> </table>																	Bank		Branch				Account Number						Suffix		
Bank		Branch				Account Number						Suffix																				
Account Name: _____	If suffix is two digits, please leave last box empty																															
<input type="checkbox"/> CHANGE the amount currently deducted from my salary/wages each pay from \$ _____ to \$ _____:																																
Bank: _____	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="2">Bank</td> <td colspan="4">Branch</td> <td colspan="6">Account Number</td> <td colspan="3">Suffix</td> </tr> </table>																	Bank		Branch				Account Number						Suffix		
Bank		Branch				Account Number						Suffix																				
	If suffix is two digits, please leave last box empty																															
<input type="checkbox"/> CANCEL the amount of \$ _____ currently deducted from my salary/wages each pay from the following bank account:																																
Bank: _____	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="2">Bank</td> <td colspan="4">Branch</td> <td colspan="6">Account Number</td> <td colspan="3">Suffix</td> </tr> </table>																	Bank		Branch				Account Number						Suffix		
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	If suffix is two digits, please leave last box empty																															

Banks into which lodgements can be made:

15 Digit account numbers required: ANZ, ASB, BNZ, National Bank NZ, Post Bank, Westpac Trust, Kiwi Bank.

16 Digit account numbers required: Countrywide Bank.

9 Digit account numbers required: P.S.I.S. (complete Account Number and Suffix areas only).

NB Payments and Deductions cannot be made directly to a Credit Card account.

Note: Payroll Services will not process your request if you do not provide the correct number of digits.