



Ballston Spa National Bank

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Set Up Direct Deposit

Name of Employer

Date

Attn: Payroll Department

Address

City

State

Zip

To Whom it May Concern,

Please Consider this document as authorization to change my direct deposit information to my new account at Ballston Spa National Bank. The information is as follows:

Address: PO Box 70, Ballston Spa, NY 12020

Phone Number: 518-885-6781

Routing Number: 021304675

Account Number:

Checking

Savings

Should you have any questions regarding this change in account information, please contact me at . Thank you for your attention to this matter.

Sincerely,

Your Name:

Address

City

State

Zip