

# T.E.A.C.H. Early Childhood® Delaware

## Direct Deposit Payment Setup Form

To set up Payment:

1. Fill out this form
2. Print and sign it
3. Email or Fax it to T.E.A.C.H.  
[esmith@deaeyc.org](mailto:esmith@deaeyc.org)  
(302) 475-5300

**HOW:** Your T.E.A.C.H. reimbursement or bonus will be made by Direct Deposit.

**WHERE:** Account Information for Direct Deposit

Account Type: Checking or Savings or Loan (circle one)  
Bank Name: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Routing Number: \_\_\_\_\_

One of the following is required to process this direct deposit:

Check here if you are a WAGE\$ recipient and have already submitted this documentation, we will verify with WAGE\$ and you do not need to resubmit these documents

- Voided check with name imprinted (no starter checks)
- Deposit slip (only accepted if the verbiage "ACH R/T" appears before the routing number)
- Bank letter or specification sheet (the signature of your local bank representative MUST be included)

### DIRECT DEPOSIT RECIPIENTS:

I authorize Delaware Association for the Education of Young Children (deaeyc) to initiate deposits and, if necessary, withdrawals to correct erroneous deposit entries to my account at \_\_\_\_\_ (bank name). I understand that this authorization replaces any previous authorization and will remain in full force and effect until the company named above has received written notification from me of its termination in a reasonable time enough to act. I understand to be eligible for further T.E.A.C.H. scholarship reimbursement or bonus it is my responsibility to notify T.E.A.C.H. of any changes to my bank account information. My signature below indicates that I am agreeing that I am either the accountholder or have the authority of the accountholder to authorize deaeyc to make direct deposits into the named account.

\_\_\_\_\_  
Print Scholarship Recipient/ Sponsoring Program Name

\_\_\_\_\_  
Scholarship Recipient/Sponsoring Program's  
Administrator Signature

\_\_\_\_\_  
Date

Email address to be used to send any tax forms in January \_\_\_\_\_

\_\_\_\_\_  
Authorized T.E.A.C.H. Representative Signature

\_\_\_\_\_  
Date

