



Check Signature Authorization

Please use this form to submit a signature that will print automatically on your checks.

Client name:	FEIN: <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Bank name:	Last four digits of Acc. #: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Effective payroll check date:	Date processes on:

- ➡ The same signature **must** appear in **all three boxes**.
- ➡ Use a **black felt pen only**.
- ➡ Signatures **must** be signed without touching the box edges.

One signature checking account

Print signature name:

Two signature checking account

Print signatures names:

I AUTHORIZE KEYSTONE PAYROLL TO SIGN OUR CHECKS USING THE ABOVE SIGNATURE(S).

Authorized Signature

Title

Date