

# Set Up Your Direct Deposit

Use this guide to take notes and stay organized.

Kauai Government Employees  
Federal Credit Union  
Routing Number

3 2 1 3 7 9 9 1 5

Direct deposit is a free electronic transfer service you can use to send your paychecks directly to your KGEFCU checking or savings account. Learn more about the benefits and how to set one up.

## Direct Deposit Benefits

- It's convenient. Eliminates the need to deposit checks in person.
- It's safer. Reduces risk of lost or stolen checks.
- It's faster. Get direct access to your money on payday.
- It's flexible. You can divide your funds across multiple accounts.

## How to Set up Direct Deposit

You'll need to ask your employer for their direct deposit form and include the following: KGEFCU's routing number: 321379915

Your 10-digit checking or savings account number. It can be found in the Self Service tab of Online Banking, on your statement, and at the bottom of each check. Your checking account number will be different from your savings number.



Note: You may be asked to include a voided check. If this is the case, simply write VOID across the front of check and attach to any direct deposit paperwork. If you don't have checks, we'd be happy to draft you a direct deposit letter you can give to your employer. If you get federal benefits, you can find a federal direct deposit form on the US General Services Administration website.

## Download our App

Search for "KGEFCU" in your app store on your mobile device

## Download the Switch Kit

[www.kgefcu.org/switch-kit](http://www.kgefcu.org/switch-kit)

## Questions?

Email us at  
[aloha@kgefcu.org](mailto:aloha@kgefcu.org)

call us at  
(808) 245-2463

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# Direct Deposit Authorization

Fill out this form and submit it to your employer, retirement and pension funds, or any depositing agency to directly deposit to your Kauai Government Employees Federal Credit Union (KGEFCU) account.

## Notification of Direct Deposit Authorization Change

<b>Employer Name</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>City, State, Zip</b>	<input type="text"/>
<b>Phone Number</b>	<input type="text"/>
<b>Employee ID</b>	<input type="text"/>

Effective immediately, please deposit the net amount of my paycheck to my KGEFCU account. I authorize (name of depositor) \_\_\_\_\_ to automatically deposit funds into the account(s) below.

Please indicate the KGEFCU accounts to which you would like to deposit. Be sure to include your account number, the ABA/Routing Number is provided. You may also attach a voided check to this form from your new KGEFCU account.

<input type="checkbox"/> <b>Checking</b> Account #	<input type="text"/>
<input type="checkbox"/> <b>Savings</b> Account #	<input type="text"/>
<b>Name</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>City, State, Zip</b>	<input type="text"/>
<b>Phone Number</b>	<input type="text"/>

