DIRECT DEPOSIT AUTHORIZATION:

I authorize Union Pacific Railroad to deposit my net wage payments and reimbursements to my:

(*Select One*) ☐ Checking ☐ Savings Account

Please print:

Employee Name _____Employee ID_____

Telephone Number (_____)_____Date_____

Signature_____

FINANCIAL INSTITUTION INFORMATION:

1. Check with your financial institution and make sure they can receive NACHA deposits.
2. Provide financial institution detail.

Financial Institution _____

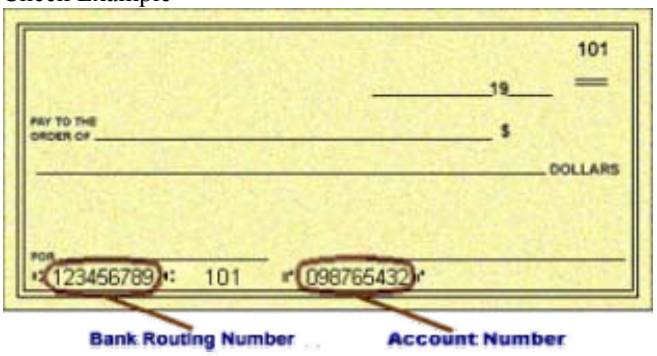
Telephone Number (_____)_____

3. Ask your financial institution to provide their "Transit Routing Number" and your "Account Number". Enter them in the boxes below. See the check example below for additional guidance.

Transit Routing Number:

Account Number:

Check Example



- Do not include your check number with the account number. In this example, the check number (101) is before the account number. However, it can be located either before or after the account number.
- Your account number may be shorter than the number of slots provided. Do not add additional characters to fill up the number of slots.
- Routing numbers for savings accounts should be obtained from your bank.

ePAYROLL AUTHORIZATION:

With ePayroll you can view your paystubs online, but you no longer receive them in the mail. You can learn more by clicking on ePayroll on the UP employee site. ePayroll is mandatory for all non-agreement employees. If you are an agreement employee, please indicate whether you would like to be enrolled in ePayroll.

☐ Yes, I want to view my paystubs online. ☐ No, I would rather receive paystubs in the mail.

Mail this completed form to:

Direct Deposit Desk
Banking Operations
Union Pacific Railroad
1400 Douglas Street STOP 1610
Omaha, NE 68179-1610

Or Fax Completed Form to:

(402) 501-0029

Both the fax and phone numbers can be reached on company lines by omitting the area code and dialing 8 before the seven-digit number.

Questions, Call:

(402) 544-4965 or (402) 544-0177