



PAY OPTION AUTHORIZATION FORM

EMPLOYEE'S NAME: \_\_\_\_\_ SSN: \_\_\_\_\_

\*\*\*Please complete the portion below for each selection that you make\*\*\*

DIRECT DEPOSIT

I am applying for:

- New Direct Deposit  Change(s) in current Direct Deposit

Please fill out the information below completely in order to have the net amount of your paycheck deposited to your account at the following bank. Please include a blank voided personal check taped to paper below. Deposit slips can not be accepted.

Table with 6 columns: Name of Bank, Routing Number, Account Number, Amount, Type: C or S, Phone Number

\*\*\*\*\*tape here\*\*\*\*\*

Direct Deposit is a benefit provided by Global Technical Services (hereinafter called COMPANY) and by signing below you have voluntarily chosen to receive your wages by direct deposit instead of receiving a COMPANY-generated paycheck on payday.

I hereby authorize COMPANY to deposit my net pay in the account as indicated above. Also, in the event there is an overpayment, I authorize COMPANY to either directly withdraw funds from the above bank account or directly withhold any monies from future deposits.

I authorize the selection made above and agree to all terms associated with this selection.

Employee's Signature

Date Signed

Global Technical Services, Inc.





**COMDATA CARD CONSENT FORM**  
(Employee Copy)

The following fees will be deducted from your Comdata Card balance for each transaction after your first free transaction each payday:

Fee Type (US)	Amount	Fee Type (International)	Amount
POS Purchase U.S Fee (Credit Transaction) <b>Use as "Credit" Always sign your name to your receipt - FREE transactions!!!</b>	0.00	POS Purchase International Fee (Credit Transaction) <b>Use as "Credit" Always sign your name to your receipt</b>	3.00
POS Decline U.S Fee (Credit Transaction)	0.50	POS Decline International Fee (Credit Transaction)	1.50
POS Purchase U.S. Fee (PIN Transaction)	0.00	POS Purchase International Fee (PIN Transaction)	1.75
POS Decline U.S. Fee (PIN Transaction)	0.50	POS Decline International Fee (PIN Transaction)	0.50
POS Balance Inquiry U.S. Fee	0.50	POS Balance Inquiry International Fee	3.50
POS Refund U.S. Fee (PIN/Credit)	0.25	POS Refund International Fee (PIN/Credit)	1.50
Cash Disbursement U.S. Fee (at participating Master Card banks - Branded Only Card)	5.00	Cash Disbursement International Fee (at participating Master Card banks - Branded Only Card)	7.00
ATM Withdrawal U.S. Fee	1.75	ATM Withdrawal International Fee	3.50
ATM Balance Inquiry/Decline U.S. Fee	1.25/1.00	ATM Balance Inquiry/Decline International Fee	3.25
<b>Additional Cardholder Fees:</b>			
Comchek Draft Fee	1.50	Monthly Statement On Line	0.00
VRU & Bi-Lingual Customer Service & Cardholder Web Access	0.00	Monthly Maintenance	0.00
Automatic Direct Deposit Fee	1.00	Manual Direct Deposit VRU	1.50
Replacement Card via Mail - Through Comdata Customer Service; this is only allowed if you want your name embossed on a card	5.00	Invalid Claim Fee	50.00

Comdata will notify you of any changes in these Comdata fees.

ATM owners outside of Comdata's surcharge fee ATM network and other places where you use your Comdata Card may charge fees (even for a balance inquiry without completing a funds transfer) that will be deducted from your Comdata Card balance.

If you use your Comdata Card outside the United States, or if you obtain funds (or make a purchase) in a currency other than US Dollars (the currency in which your Comdata Card is issued), then the amount deducted from your funds will be converted into US Dollars by the card network. The card network will charge a cross-border fee of .80% and currency conversion fee of .20% (for a total fee of 1% of the transaction amount) to be included in the transaction amount. This card network cross-border and currency conversion charge is independent of and in addition to any international fee indicated in the Comdata Fees above.

You will not earn interest on your funds.

For Payroll Purposes ONLY: Cardholder Ref#

**Global Technical Services, Inc.**

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