

**CENTRAL PROCESSING CENTER (CPC)  
DIRECT DEPOSIT FORM**

Use: For processing allotments and other agency-approved payments associated with Invitational Travel (i.e. travel reimbursement).

**CANDIDATE INFORMATION**

**CANDIDATE IDENTIFICATION NUMBER** (9 digit SSN) \_\_\_\_\_

**CANDIDATE NAME** \_\_\_\_\_  
(Last, First, Initial)

**TELEPHONE NUMBER** (W) \_\_\_\_\_ (H) \_\_\_\_\_

**DIRECT DEPOSIT ACCOUNT INFORMATION**

(Attach a signed voided check in lieu of completing this section)

**TYPE OF ACCOUNT**    Checking                      Savings

**BANK ROUTING/ABA NUMBER** (9 digit #) \_\_\_\_\_

**ACCOUNT NUMBER** \_\_\_\_\_

**ACCOUNT TITLE** \_\_\_\_\_  
(Account Holder's name)

**FINANCIAL INSTITUTION NAME** \_\_\_\_\_

**AUTHORIZATION**

\_\_\_\_\_  
CANDIDATE'S SIGNATURE

\_\_\_\_\_  
DATE

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**TRAVEL INFORMATION**

<b>Departure Location</b> (City, State, Country) <i>(If different from home address)</i>			
<b>Mode of Transportation</b>	AIR	DRIVING	Other (Specify)
<b>Closest Airport (Name/Code)</b>			

**Continue below only if you have/had any affiliation with the Defense Travel System (DTS)**

<b>Do you have a profile in DTS?</b>		<b>Do you hold an active GTCC?</b> (Government Travel Credit Card)	
YES	NO	YES	NO