

State of Maine Mandatory Direct Deposit Notification

(To be signed by all new hires and rehires)

In accordance with PL 2008, Chapter 539, the State Controller's Policy issued as a condition of employment, a person hired or appointed to a position in a state agency on or after January 1, 2008, and who is serviced by a payroll center administered by the Office of the State Controller, shall be required to accept all payroll related payments by direct deposit. The policy may be viewed at the State Controller's Website:

<http://www.maine.gov/osc/payroll/policies.shtml>

I understand that as a condition of employment, because I am a new hire or rehire applicant, I must comply with the policy and enroll in direct deposit and remain enrolled in direct deposit during the tenure of my employment. I understand that I can apply for an exemption from this requirement as provided by the policy. I understand that if I am not granted an exemption, I may be subject to dismissal.

Applicant Name (Please Print) _____

Applicant Signature: _____ Date: _____

Copy 1 - Agency Human Resources Office; Copy 2 – Employee