REQUEST FOR DIRECT DEPOSIT CANCELLATION

MAIL TO: Mississippi State University
Office of the Controller and Treasurer
Attn: Treasury Services

Campus Address:	Mail Stop 9602
Post Office Address:	P.O. Box 5227 Mississippi State, MS 39762

DELIVER TO: 320 McAthur Hall

FAX: (662) 325-1464
PHONE: (662) 325-2826 or (662) 325-1928

DATE OF REQUEST: _____

Please cancel the direct deposit authorization for the following employee:

PLEASE TYPE OR PRINT

EMPLOYEE NAME: _____

MSU ID NO.: _____

BUSINESS PHONE NUMBER: _____

CANCELLATION EFFECTIVE: ☐ immediately
OR
beginning _____
(*Date*)

Please send payroll check(s) to the following address:

Street or Post Office Address: _____

_____

City _____ State _____ Zip Code _____

Signature of Employee: _____