

SF 1199A DIRECT DEPOSIT SIGN-UP FORM

*This form is **MANDATORY** and must be completed by all incoming midshipmen. Without completing this form, **you will not be paid** your monthly pay/stipend.*

This is different from your NFCU application! Use the SF-1199A provided in this section. If you are applying to NFCU, you still need to fill this out and have your account number on it before I-Day so you can bring it with you.

FILL IN ALL HIGHLIGHTED PORTIONS

COMPLETION GUIDELINES:

Write the following information into the lettered blocks:

BLOCK A – Write your last name, first name, and middle initial (no address needed)

BLOCK B – Full SSN, not just the last 4

BLOCK C – PAYEE CERTIFICATION Signature (pen and ink once printed) and input date

BLOCK D – Check either checking or savings (checking is preferred)

BLOCK E – Write as clearly as possible your account number where your pay will go

CONFIRM YOU HAVE CORRECTLY WRITTEN YOUR ACCOUNT NUMBERS!

IF YOU ARE APPLYING FOR A NAVY FED ACCOUNT, YOU STILL NEED TO COMPLETE THIS

SECTION 3 – NAME AND ADDRESS OF FINANCIAL INST – Write the full name of your bank, address not needed, representative signature also not required

- ROUTING NUMBER - Write as clearly as possible the routing number of the bank indicated

SUBMISSION GUIDELINES:

DO NOT EMAIL THIS DOCUMENT. Print the completed SF-1199A and bring it with you on I-Day to turn in to the station marked “DISBURSING”. Do NOT bring printed pictures. **EVERYONE**

MUST HAVE THIS FORM ON I-DAY!

NOTE: THIS DOCUMENT IS DIFFERENT FROM THE ONE YOU MAY BE SUBMITTING TO NFCU. IF YOU ARE APPLYING FOR A NAVY FEDERAL ACCOUNT BUT DO NOT HAVE IT BEFORE I-DAY, WE STILL NEED SOME BANKING INFORMATION FOR YOU. PLEASE DO NOT SHOW UP WITHOUT IT!