FirstEnergy DIRECT DEPOSIT AUTHORIZATION - PAYCHECK AND EXPENSE REIMBURSEMENTS

FORM 91 (REV. 08-12) Page 1 of 2							
EMPLOYEE NAME			SAP	PNO.			
DAYTIME PHONE NO.	LOCATION		СНІ	ECK ONE WEEKLY	☐ BI-WEEKLY		
AUTHORIZATION AGREEMENT							
I authorize FirstEnergy Corp. to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries made in error to the account(s) listed below.							
For verification of my bank account information contacted my financial institution for the correct				lip), a photocopy of a	a check, or I have		
This authorization will remain in effect until my written notification of cancellation or change is received. Direct deposit authorizations will be effective as soon as reasonably possible following receipt by Payroll Services.							
PRIMARY ACCOUNT INFORMATION							
□ NEW □ CHANGE IN EXISTING □ CANCEL							
INANCIAL INSTITUTION NAME		☐ CHECKING		□s	☐ SAVINGS		
ROUTING NO.	ACCOUNT NO.						
EXPENSE REIMBURSEMENT ACCOUNT INFORMATION							
☐ NEW ☐ CHANGE IN EXISTING ☐ CANCEL ☐ SAME AS PRIMARY ACCOUNT INFORMATION							
NANCIAL INSTITUTION NAME		☐ CHECKING		□s	☐ SAVINGS		
ROUTING NO.		ACCOUNT NO.		,			
OTHER ACCOUNT INFORMATION							
□ NEW □ CHANGE IN EXISTING □ CANCEL							
FINANCIAL INSTITUTION NAME	<u> </u>		CHECKING SAVINGS	FLAT AMOUNT			
ROUTING NO.		ACCOUNT NO.					
OTHER ACCOUNT INFORMATION							
□ NEV	V ☐ CHANGE II	N EXISTING	☐ CANCEL	ı			
FINANCIAL INSTITUTION NAME			CHECKING SAVINGS	FLAT AMOUNT \$			
ROUTING NO.		ACCOUNT NO.					
OTHER ACCOUNT INFORMATION							
□ NEV	V ☐ CHANGE II	N EXISTING	☐ CANCEL				
FINANCIAL INSTITUTION NAME			CHECKING SAVINGS	FLAT AMOUNT \$			
ROUTING NO.		ACCOUNT NO.		1			
☐ CHECK HERE IF YOU RECEIVE YOUR PAYROLL VIA DIRECT DEPOSIT AT A U.S. FINANCIAL INSTITUTION AND HAVE THE ENTIRE AMOUNT FORWARDED TO A BANK IN ANOTHER COUNTRY.							
SIGNATURE				DATE			
Send completed form and a voided check (not a deposit slip) to Payroll Services at J-JOHN or Fax form to 814-534-4083 (400-4083)							

FOR PAYROLL SERVICES USE ONLY					
DATE RECEIVED	DATE ENTERED	ENTERED BY			

FORM 91 (REV. 08-12) Page 2 of 2

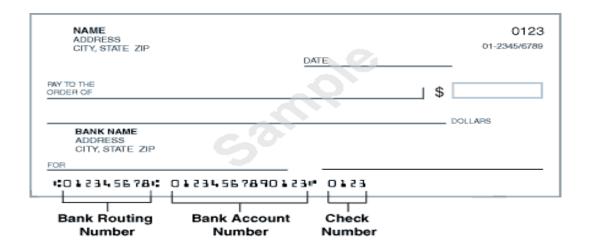
How to Complete the Direct Deposit Authorization Form

- 1. Complete Employee information
- 2. Read Authorization Agreement
- 3. Complete Primary/Expense Reimbursement/Other Account Information

Tips for Completing the Account Information

- Select type of authorization (New, Change, Cancel)
- Enter name of the Financial Institution for each account
- Select type of account (Checking or Savings)
- Enter Flat Amount if Other Account
- Enter 9 digit Bank Routing Number (see example below)
- Enter Bank Account Number (see example below)

Note: Verify the Bank Routing Number and Bank Account Number with your Financial Institution



- 4. Sign and Date the form
- 5. Attach a voided check or a photocopy of a check (not a deposit slip)
- 6. Send completed form to:

Payroll Services at J-JOHN or Fax form to 814-534-4083 (400-4083)