

732-892-1313 • 1-800-786-0447 • Fax 732-295-5858 • Garage 732-892-6738  
P.O. Box 1570 • 508 Washington Avenue • Point Pleasant Beach • NJ • 08742

## DIRECT DEPOSIT REQUEST

Employee \_\_\_\_\_

Bank \_\_\_\_\_

Account Name \_\_\_\_\_

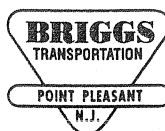
Checking Account \_\_\_\_\_

Savings Account \_\_\_\_\_

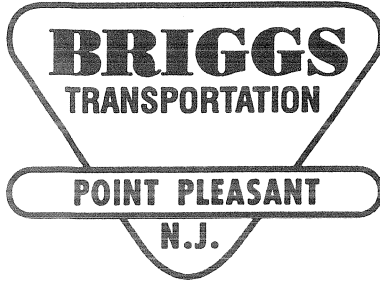
Employee Signature \_\_\_\_\_

Please attach a voided check or a savings account deposit slip.

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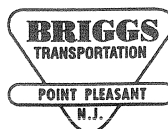
## REMOTE ACCESS OF PAYROLL INFORMATION

1. **Log-in: waretownaccounting.com**
2. **Click on Payroll Services**
3. **Click on Employee Access Setup**
4. **Click on Log-in Information. Enter the following information:**
  - FIRM ID= 205313**
  - CLIENT ID= 2005BRIGGS**
  - EMPLOYEE ID= (This is your four digit # listed at the top of your check)**
  - PASSWORD= Enter your Social Security Number + zipcode. Enter all numbers and + sign all together**

**The system will then ask you to setup a new user id and password. It will e-mail this confirmation to your e-mail address.**

**If you have any questions with this service contact Laura.  
Good Luck!**

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