



**Finger Lakes Federal Credit Union**  
**27 Seneca Street, PO Box 433**  
**Geneva, NY 14456**  
**Telephone (315) 781-1334**

**DIRECTIONS FOR DIRECT PAYROLL DEPOSIT TO CREDIT UNION**

There are several methods of sending your payroll deposit to the Credit Union. It is imperative that you show these directions to your payroll department so that your pay does not get lost in the banking system.

- DIRECT FEDERAL DEPOSITS:** Payrolls, Federal Retirement, Social Security, Military, VA Benefits, SSI:

Complete FORM 1199A using Routing Number: 222380692 and your Credit Union Member Number for Savings Deposits, or Member Number with check digits for Checking Deposits. Funds can be distributed through a Credit Union process called a “transfer file” once your account deposits begin.

- ACH ELECTRONIC FUNDS TRANSFER:**

Your pay can be automatically deposited to your CREDIT UNION savings or checking account by using:

- FLFCU Transit / Routing Number: 222380692
- Select Deposits to Savings or Checking: \_\_\_\_\_
- Your FLFCU\_Account Number: \_\_\_\_\_ \*
- Name(s) on Account: \_\_\_\_\_

\*For Deposits to Savings Accounts, use your regular member number. For Deposits to **Checking** Accounts, you **must include the extra digits** after your member number from the MICR line of your checks\*

**YOU CAN USE THIS FORM AND / OR GIVE A VOIDED CHECK TO YOUR PAYROLL DEPT**

- Mail **Paper Check** to the Credit Union by your payroll department/service, it must include name, member number and distribution. Mail to:

FINGER LAKES FCU  
 PO BOX 433  
 GENEVA, NY 14456

- Deposit** to your Savings or Checking account through any ATM location or FLFCU NIGHT DROP at any FLFCU Branch Office.

\*Deposits made through the ATM will always be placed under a 5-day hold period (a hold period means funds will not be accessible). Please plan for this hold period prior to making the deposit.\*

For forms, details or questions speak to any Member Service Representative at your local branch:  
 Geneva: (315) 781-1334      Phelps: (315) 548-2100      Willard: (607) 869-5315