

FMS Form 1200 (July 2009) Previous versions obsolete

OMB No. 1510-0007

You may also sign up online today at www.GoDirect.org or call *Go Direct*\* toll free at 1 (800) 333-1795

(for social security, railroad retirement board, civil (non-military) retirement payments or VA **only**).

# **DIRECTIONS**

Please read the information on page 2 before completing this form. You must complete boxes A, B, C, D, E and F.

Only complete this form to sign up for direct deposit if you are an individual, or a representative payee of an individual, who receives checks for the following types of federal benefits: social security, supplemental security income, railroad retirement, civil (non-military) retirement, or VA (compensation or pension only). If you currently receive your payment by direct deposit you may not use this form. Please refer to page 2 for further instructions.

A. FEDERAL BENEFIT RECIPIENT INFORMA (print name[s] and address exactly as they appear on your	
NAME OF PERSON ENTITLED TO GOVERNMENT BENEFITS (BENEFICIAR'	
REPRESENTATIVE PAYEE? Yes / (f yes, enter name at right) / No / NAME OF REPRESENTATIVE PAYEE	ACCOUNT TYPE   ** 9-DIGIT ROUTING NUMBER (see sample check below)
ADDRESS (street, route, P.O. box, apartment number)	Checking Savings
CITY (or APO/FPO) STATE	ZIP CODE  ** ACCOUNT NUMBER (see sample check below; do not include check number)
DAYTIME TELEPHONE NUMBER	
SOCIAL SECURITY NUMBER OF PERSON ENTITLED TO GOVERNMENT BE	** You may also attach a voided personal check. If you are depositing into a savings account, you may need to contact your financial institution to obtain the routing and account numbers.
(BENEFICIARY)	<u> </u>
SAMPLE CHECK (bottom )	I 111999087   9876554321   0001   ROUTING NUMBER   ACCOUNT NUMBER   CHECK NUMBER
C. TYPE OF PAYMENT (check only one) You mus	st complete a separate form for each type of federal payment.
SOCIAL SECURITY  SUPPLEMENTAL SECURITY INCOME  VA (COMP/PENSION ONLY)  For military, federal salary, veterans benefits or other federal payments not available through Go Direct, please contact the paying agency  (see page 2 for a partial list of paying agencies).  VA (COMP/PENSION ONLY)  RAILROAD RETIREMENT (specify below)  Annuity Unemployment survivor benefit Unemployment survivor benefit Unemployment survivor benefit Unemployment annuity annuity Income annuity Income survivor benefit Income survivor be	
D. IDENTIFICATION	E. PAYMENT VERIFICATION
CHECK NUMBER (YOUR MOST RECENT PAYMENT)  OR  ag  pa	order to process your request, either the claim umber (found on documents from your paying gency) or the check number from your last ayment (found in the upper right-hand corner f your Treasury check) must be entered at left.  You must also enter the amount of your last benefit payment.  AMOUNT OF YOUR MOST RECENT PAYMENT \$
F. CERTIFICATION	
I certify that I am entitled to receive the payment identified above, a read and understand the back of this form. In signing this form, I au payment to be sent to the financial institution named in Part B abov deposited into the account above.	uthorize this
SIGNATURE DATE	SIGNATURE DATE
Be sure to complete all sections of this form	

Otherwise, the form cannot be processed. Return the completed form to:

Go Direct Processing Center U.S. Department of the Treasury P.O Box 650527 Dallas, TX 75265-0527 This form is **only** to be used for switching from check payments to direct deposit of certain federal benefits listed in Box C. Use of this form for any other purposes will result in the form being rejected.

## Contact your paying agency to:

- Update your name or address
- Change your account information if you already receive your payment by direct deposit, or
- Sign up for direct deposit for military, federal salary, veterans benefits, or other federal payments not processed by Go Direct

#### PLEASE READ THIS CAREFULLY

## **PRIVACY ACT NOTICE**

Your social security number and the other information requested will allow the federal government to make payments to you by direct deposit. This collection of information is authorized by Title 31 of the United States Code, Section 3332(g). Also, Executive Order 9397, November 22, 1943, authorizes the use of your social security number. Your social security number is requested to ensure the accurate identification and retention of records pertaining to you and to distinguish you from other recipients of federal payments.

This information will be disclosed to the Department of the Treasury or another disbursing official to process federal payments to you by direct deposit. This information may also be disclosed to a court, congressional committee or another government agency as authorized or required by federal law and to your financial institution to verify receipt of your federal payments. Although providing the requested information is voluntary, your direct deposit payment may be delayed or Treasury may be unable to send it if you fail to provide the information.

## SPECIAL NOTICE TO JOINT ACCOUNT HOLDERS

If your account is a joint account and receives direct deposit benefit payments, you must inform the federal agency and the financial institution of the death of a beneficiary. Payments sent by direct deposit after the date of death or ineligibility of a beneficiary (except for salary payments) must be returned to the federal agency. The federal agency will then determine if the survivor is eligible for benefits.

#### **CANCELLATION**

Your payment will be sent by direct deposit until the federal agency that issues the payments is notified to cancel, such as in the case of death or legal incapacity of the person receiving the payment.

Your financial institution may cancel your direct deposit authorization. Your financial institution is required to give you written notice 30 days in advance of the cancellation date. If this occurs, you must notify the federal agency that the direct deposit authorization was cancelled.

### Please contact your paying agency to:

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- Change your account information if you already receive your payment by direct deposit, or
- Sign up for direct deposit for military, federal salary, veterans benefits, or other federal payments not processed by Go Direct

**Department of Veterans Affairs** 

(877) 838-2778 (800) 827-1000 (800) 829-4833 TDD

**Social Security Administration** 

(800) 772-1213 (800) 325-0778 TTY Railroad Retirement Board

(Automated System) (877) 772-5772 (312) 751-4701 TTY

Office of Personnel Management

(888) 767-6738 (800) 878-5707 TDD

### **BURDEN ESTIMATE STATEMENT**

The estimated average time (burden hours) associated with filling out this paperwork is 10 minutes per respondent or recordkeeper, depending on individual circumstances. Comments concerning the accuracy of this time estimate and suggestions for reducing the burden should be directed to the Financial Management Service, Administrative Programs Division, Records and Information Management Program, 3700 East-West Highway, Room 135, Hyattsville, MD 20782. THIS ADDRESS SHOULD ONLY BE USED FOR COMMENTS AND/OR SUGGESTIONS CONCERNING THE AMOUNT OF TIME SPENT COLLECTING THE DATA. DO NOT SEND THE COMPLETED PAPERWORK TO THE ADDRESS ABOVE FOR PROCESSING.