



Authorization for direct deposit for former employees (F-2R)

Direct deposit participation after employment ends

When you sign up for direct deposit, compensation payments are automatically deposited in your bank account on the date they are payable. **When you terminate or retire, your active employee direct deposit enrollment (if applicable) is cancelled.** If you want to re-enroll to receive payments by direct deposit you must complete this form. If you need to make a change to your existing former employee direct deposit, use this form also.

- Your funds will be in your bank account on the date they are payable.
- Your net pay will start to be deposited in your account on the subsequent payroll cycle after Chevron receives your form and cancelled or voided check. If necessary, an actual check will be generated before your new bank and/or routing number becomes effective.
- When you **cancel** your previous authorization, an actual check will be generated before your new bank and/or routing number becomes effective. When you **change** your previous authorization, your direct deposit will continue until your new bank and/or routing number can be confirmed and is effective.
- You are required to enter a date for when your direct deposit enrollment ends. Be sure to choose a date far enough in the future to cover all possible post-employment payments you may receive, such as a Chevron Incentive Plan (CIP) award, if eligible, which is typically paid in March following the current performance year. If in the future you need to extend your direct deposit period, please complete this form again with the change.

How to sign up or make a change

Complete the attached form F-2R and return prior to your termination or retirement date. Forms received after your termination or retirement date may not be processed in time for any post-employment compensation.

Return the form along with a cancelled or voided check to: Payroll@chevron.com or mail to Chevron Corporation, Payroll Operations, P.O. Box 6041, San Ramon, CA 94583. Keep a copy for your files.

Authorization for Direct Deposit of Pay

Start Direct Deposit

- I authorize Chevron to initiate credits and the financial institution to credit my account with the amount of my net check for each payment and to initiate adjustments in my account to correct errors in such credits. This authority will remain in effect until the date indicated under my signature at the bottom of this form.

Cancel Direct Deposit

Direct deposit payments assigned to the current bank routing and/or account number will be mailed to you in an *actual* check; payments **will not** be automatically delivered to your existing bank account. An actual check will continue to be generated until the new bank routing and/or account number (if applicable) can be confirmed and is effective.

- Please cancel my previous authorization **and**:
- Change my bank routing and account number.
 - Change my account number only.
 - Do nothing. I am not starting a new authorization.

Change Direct Deposit

Direct deposits will go directly to your old account until your new bank routing and/or account number can be confirmed and is effective.

- Please continue my previous authorization **and**:
- Change my bank routing and account number.
 - Change my account number only.

Your Bank Information

Print Your Name:

Personnel Number:

Print the name of the financial institution to which your payments are to be deposited:

Your Bank ABA Routing Number:

Checking

Your Account Number:

Savings

Signature:

Date:

I am retiring or terminating my employment and re-enrolling or changing my direct deposit. This authorization shall remain valid up to **(enter expiration date mm/dd/yyyy)**:

For Chevron Payroll Use Only

Routing Number	Account Number
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