

# Full Service Direct Deposit (FSDD) Credit Application Process

Thank you for electing to set up the FSDD feature with payroll.

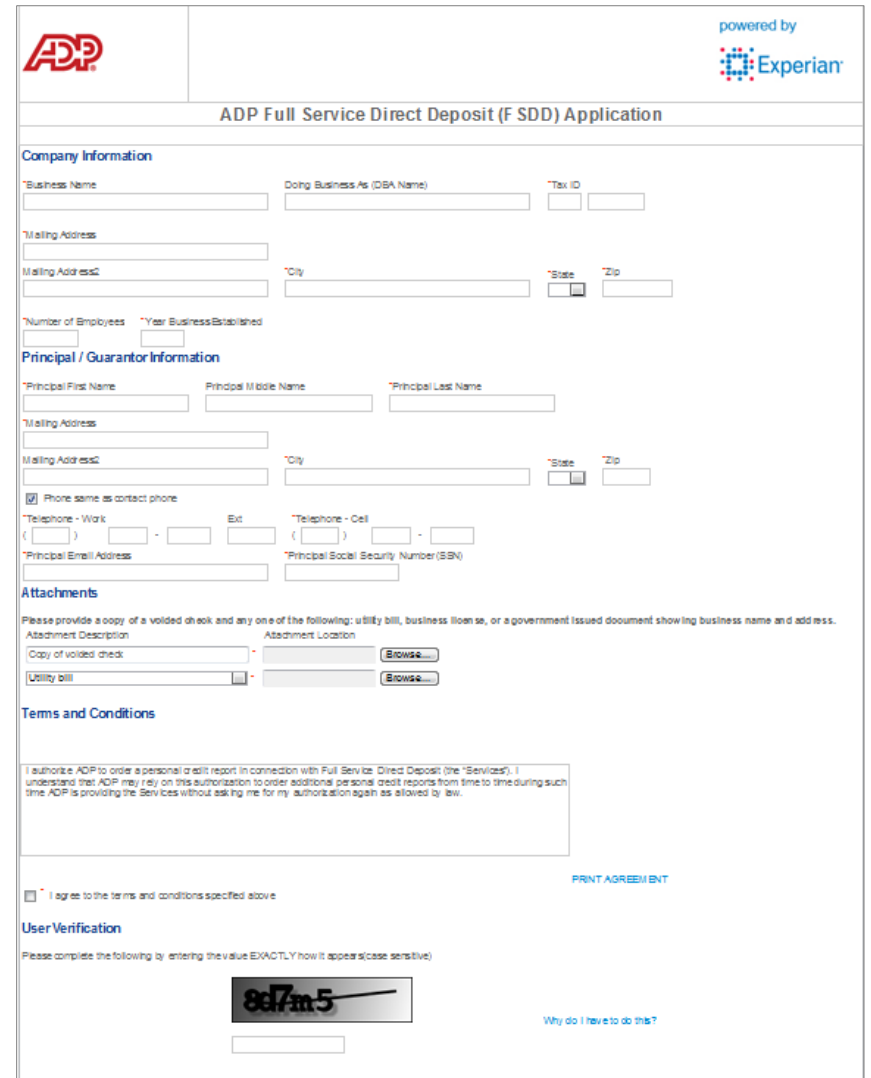
## How do I get approved for FSDD?

To determine FSDD eligibility, you must first initiate a Personal and Business Credit Check. To complete the ADP application process, do the following:

- Access the online [ADP FSDD Credit Application](#) powered by Experian®.
  - Important:** By clicking on the *ADP FSDD Credit Application* link above, you are going to a non-ADP web site provided by Experian. Please remember to close your browser at the end of your session.
- Complete and upload information in the following sections of the online form:
  - Company Information
  - Principal / Guarantor Information
  - Attachments
    - Copy of a Voided Check
    - One of the following documents:
      - Business license
      - Utility bill
      - Government issued document with business name and address
    - User Verification
  - Click **Submit**.

**Important:** If you want to use the Direct Deposit feature, You must submit your payroll by 3PM ET. You are required to fund the payroll 48 or 72 hours prior to check date. You will be notified upon implementation of Your individual requirements.

For additional information on the FSDD feature, please refer to the FSDD section of the Forms page in the Support Center in RUN Powered by ADP®.\* To open the Support Center, click Support Center, and select Launch Support Center in the upper-right corner of the page.



**ADP** powered by **Experian**

### ADP Full Service Direct Deposit (FSDD) Application

**Company Information**

\*Business Name  Doing Business As (DBA Name)  Tax ID

Mailing Address

Mailing Address 2  City  State  Zip

\*Number of Employees  \*Year Business Established

**Principal / Guarantor Information**

\*Principal First Name  Principal Middle Name  \*Principal Last Name

Mailing Address

Mailing Address 2  City  State  Zip

Phone same as contact phone

\*Telephone - Work (  ) - (  )  Ext  Telephone - Cell (  ) - (  )

\*Principal Email Address  \*Principal Social Security Number (SSN)

**Attachments**

Please provide a copy of a voided check and any one of the following: utility bill, business license, or a government issued document showing business name and address.

Attachment Description	Attachment Location
Copy of voided check	<input type="text"/> <input type="button" value="Browse..."/>
Utility bill	<input type="text"/> <input type="button" value="Browse..."/>

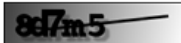
**Terms and Conditions**

I authorize ADP to order a personal credit report in connection with Full Service Direct Deposit (the "Services"). I understand that ADP may rely on this authorization to order additional personal credit reports from time to time during such time ADP is providing the Services without asking me for my authorization again as allowed by law.

\* I agree to the terms and conditions specified above [PRINT AGREEMENT](#)

**User Verification**

Please complete the following by entering the value EXACTLY how it appears (case sensitive)



[Why do I have to do this?](#)