

**ACCUPAY ✓
SIGNATURE FORM**

Limitations On Liability

- (1.) AccuPay shall only be responsible for the processing of payroll and tax payments on the data provided.
- (2.) It is understood that signed checks are negotiable documents and should be reviewed by an authorized representative of the company before distribution.
- (3.) AccuPay will not be responsible for any penalties or interest that result from the Client's error or omission.

I understand that by signing this form, I am authorizing AccuPay to scan my signature for use in the preparation of payroll checks.

☞ Sign Here

Instructions:

- 1. Sign your name within the box above using a black ball point pen. Any portion of your signature which falls outside the box will not appear on your checks.**
- 2. Return this form to your payroll representative. Do not fold, bend or otherwise damage the form.**

Client: _____

Please Print Name: _____