

**DEPARTMENT OF THE NAVY  
COMMANDER NAVY INSTALLATIONS COMMAND  
5720 INTEGRITY DRIVE  
MILLINGTON, TN 38055-6520**

**SAP Direct Deposit Reversal Request  
(3299964256)**

Today's Date: \_\_\_\_\_

ADP File Number: \_\_\_\_\_

Individual's Name: \_\_\_\_\_

Individual's Account Number: \_\_\_\_\_

NET Amount of Direct Deposit: \_\_\_\_\_

(Note: Partial reversals are not permitted)

Payroll Effective Date: \_\_\_\_\_

Company Code: \_\_\_\_\_

ADP Company Code: \_\_\_\_\_(example:NAY)

Requester: \_\_\_\_\_ (please print)

Job Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Submit form to:

[CNIC-MILL-BANKING-PAYMENTS@us.navy.mil](mailto:CNIC-MILL-BANKING-PAYMENTS@us.navy.mil)

***Requests for reversals are a "best effort" attempt using the National Automated Clearing House approved rules procedure to reverse the original item. There is NO GUARANTEE that the receiving bank will be able to post the reversing entry.***