DIRECT DEPOSIT FORM

ATTACH VOIDED CHECK HERE

Initials Options

_____ Deposit entire paycheck into one account

_____ Deposit paycheck into more than one account

To begin direct deposit by the second pay of the new school year, as per negotiated contract, attach a voided check (for checking accounts only) to the space provided. If depositing to a savings account, please make sure the routing and account numbers are correct and write them in the spaces provided.

NOTE: By electing direct deposit, this is for your entire paycheck; however, you may split the deposit between 2 accounts, such as checking and savings. Simply specify the amount to go to 1 account and the remainder will be deposited to the other account.

Initials

_____ Checking

_____ Savings Routing # _____
Account # _____
Amount _____

Your signature is required to authorize the Louisville Schools to direct deposit your paycheck to the account(s) specified above, until further written notice or termination of employment.

Signature **Date**

RETURN THIS FORM TO THE TREASURER'S OFFICE PRIOR TO AUGUST 15.