



**Mountain Lakes School  
District**

96 Powerville Road, Suite 1  
Mountain Lakes, NJ 07046  
Phone: 973-334-8280 Fax: 973-334-2316  
www.mlschools.org

**All permanent staff are required to have their pay directly deposited into a checking or savings account. Please supply us with the following information.**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

You may indicate a single account or multiple accounts. Please keep in mind that the total amount deposited needs to equal 100% of your net pay.

Name of Bank and Routing#	Account #	Amount, Percentage or Balance	Checking or Saving

Forward this form along with a voided check to the Payroll Department at the address above.

We no longer accept direct deposit changes via email for security purposes.

Thank you.

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