



Travis Unified School District

SUMMER ARREARS ELECTION FORM

Certificated Staff Only

Options for Payment of Salary for the 2023-24 School Year

Employees have the option of receiving their salary divided into 12 monthly payments.

Please do not submit this form if you are already set up for Summer Arrears.

PLEASE INITIAL BELOW:

_____ **I Wish** to *have* my salary divided over a **Twelve-month** period for the 2023-24 school year. **This selection means I elect Summer Arrears.**

_____ **I Do Not Wish** to have my salary divided over a Twelve-month period for the 2023-24 school year months. **This selection means I do not elect Summer Arrears.**

Eleven-month employees are paid from August to June. Summer Arrears will be paid in July.

Ten-month employees are to be paid from September to June. Summer Arrears will be paid in July & August.

PLEASE RETURN THIS FORM TO THE BUSINESS OFFICE NO LATER THAN June 3, 2023.

If you have any questions regarding these options, please call Constance Gonzalez-Hall at the Business Office, 707-437-4604 ext. 1268.

I understand that I may **not** change the above options for the 2023-24 school year once this form has been signed and submitted to the Business Services Office. A change of options may only be made annually.

Date

Signature

Print Name