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Fargo Public School officials and those working at sporting events are paid electronically. This eliminates the concern for lost checks, checks being slowed down or returned due to inadequate addresses and/or forwarding by the post office. Payments will be made directly into either your checking or savings account and are available for immediate use. A deposit notice is e-mailed to you providing the details of the deposit such as the date and school at which the work was done, the amount paid and the date of the deposit.

Having your payment electronically deposited to your account does not affect or change how the income is reported to the IRS. 1099 forms will still be issued only to those earning \$600 or more in a calendar year.

Please complete the deposit authorization form. If you provide us with a voided check, it will only be necessary to include your email address, sign and date the form and turn it in with the voided check. If a voided check is not provided, please fill the form out completely.

Completed forms can be mailed (address below), faxed (701-446-1200) or emailed as an attachment ([ap@fargo.k12.nd.us](mailto:ap@fargo.k12.nd.us)).

Fargo Public Schools  
ATTN: Accounts Payable  
700 7<sup>th</sup> Street South  
Fargo, ND 58103

If you have any questions, please contact Accounts Payable (information below).

Account Payable  
701-446-1029  
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