

REDUCE PAPER

NEW

GO GREEN



Red Hook Central School

To: All Staff
From : Chrys C. Zittel
Subject: Paystub Emailed

To receive your paystub by email instead of a paper copy sent interoffice or USPS, you must provide the information requested below and return it to the Business Office.

Please call Chrys Zittel in the Business Office if you have any questions ext. 53050.

I elect to have Red Hook Central School electronically mail my paystub each pay period.

Name _____

Signature _____

Date _____

My email account is:

_____ @ _____

PLEASE PRINT NEATLY