

Farmington Schools #192 Authorization Agreement for Automatic Deposit

I hereby authorize Farmington Schools #192 to initiate direct deposit entries to my (our) account or accounts listed below. If I designate more than one account, I understand this constitutes a split deposit of my credit entry with a portion, as so designated by the indicated dollar amounts, going to each designated account. The authority is to remain in full force until Farmington School #192 has received written notification from me of its termination; in such timely manner as to afford Employer and Financial Institution a reasonable opportunity to act on it.

_____ Name - Print	_____ Work Location
_____ Signature	_____ Date

↓ PRIMARY DIRECT DEPOSIT ↓

Note: Total amount of *NET CHECK* will be deposited to this account unless otherwise specified below.

<input type="checkbox"/> Add <input type="checkbox"/> Change		
_____ *Financial Institution Name	_____ Routing Number	_____ Account Number
<input type="checkbox"/> Savings <input type="checkbox"/> Checking Type of Account – Check one		
<small>*Attach a void check or savings slip</small>		

↓ DEPOSITS TO ADDITIONAL ACCOUNTS ↓

Note: Accounts below are ONLY to be filled in if you would like specific amounts to be sent to additional accounts. (i.e., savings and checking). Be sure to include voided checks or savings slips for each account noted below.

<input type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/> Change		Effective ____/____/____
_____ *Financial Institution Name	_____ Routing Number	_____ Account Number
\$ _____ Amount – Each Payroll	<input type="checkbox"/> Savings <input type="checkbox"/> Checking Type of Account – Check one	
<small>*Attach a void check or savings slip</small>		

<input type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/> Change		Effective ____/____/____
_____ *Financial Institution Name	_____ Routing Number	_____ Account Number
\$ _____ Amount – Each Payroll	<input type="checkbox"/> Savings <input type="checkbox"/> Checking Type of Account – Check one	
<small>*Attach a void check or savings slip</small>		

*You **MUST** attach a voided check (*for checking accounts*) and/or savings slip (*for savings accounts*).

Return completed form to DSC – Payroll Department
20655 Flagstaff Avenue
Farmington, MN 55024

Human Resources Verbal Verification _____