SONOMA COUNTY OFFICE OF EDUCATION
REQUEST FORM FOR ELECTRONIC DEPOSITS

Date

Sonoma County Treasurer's Office
Attn: Dana Shern (Dana.Shern@sonomacounty.gov)
585 Fiscal Drive
Santa Rosa, CA 95401
(707) 565-6048

Re: Electronic Deposit Request

Dear Mr. Shern:

This letter is to notify you that an electronic deposit has been requested from as follows:

Name of Sender, i.e., U.S. Dept. of Education

District Name Dept. ID Dollar Amount

:

Description of Deposit

Further, I understand that your office will transfer the funds to the Sonoma County Office of Education, who will deposit to our account code:

Dollar Amount

Thank you for your assistance.

Sincerely,

Business Manager

Cc: Janelle Sarsfiled (Jsarsfield@scoe.org)
Jing Liu (Jliu@scoe.org)
Thuan Pham (Tpham@scoe.org)
Christy Arend (Carend@scoe.org)
Dana Shern (Dana.Shern@sonomacounty.gov)
Lea Smith (Lea.Smith@sonomacounty.gov)
David Maurice (David.Maurice@sonomacounty.gov)
Mellisa Meckstroth (Mellisa.Meckstroth@sonomacounty.gov)
Shapar Mirhadi (Shapar.Mirhadi@sonomacounty.gov)