Fairbanks North Star Borough School District

Direct Deposit Authorization Form

I hereby authorize Fairbanks North Star Borough School District (the District) to directly deposit my pay in the bank account(s) listed below. Changes may take up to two (2) pay periods in order to allow for the validation of the bank account information.

Account #1

Account #1 Type (check one):

Checking ☐ Savings ☐

Bank Name

Bank Routing # (ABA#)

Account #

Percentage (%) or Amount ($) to be Deposited to This Account

Account #2 (remainder to be deposited to this account)

Account #1 Type (check one):

Checking ☐ Savings ☐

Bank Name

Bank Routing # (ABA#)

Account #

Percentage (%) or Amount ($) to be Deposited to This Account

This authorization remains in effect until I submit written changes, and ***I acknowledge that updates may take up to two (2) pay periods and could result in a mailed paper check.***

Employee Signature

Printed Name

Employe ID #

Date

For Payroll Department Use Only:

Entered by:

Rejected prenote notification:

Payroll will delete direct deposit information upon an employee's separation from the District.

Please email completed form to Payroll@k12northstar.org