



PERRY COUNTY SCHOOL DISTRICT

100-B Eighth Avenue
New Augusta, MS 39462
Titus M. Hines, Ed. D.
Superintendent of Education

Dear Valued Business Partner:

Perry County School District is pleased to announce Electronic Funds Transfer (EFT) as our preferred payment option. The EFT payment method will ensure rapid payment delivery by depositing payments directly into your bank account. EFT payments are secure, efficient, and help alleviate the expenses and delays associated with lost, stolen, or delayed checks sent via standard mail. We anticipate having this in place for our upcoming 2025-2026 Fiscal Year for August disbursements. Please continue to invoice us as usual.

To receive EFT payments and notifications, please complete and return the enclosed form to our accounting department at jbolton1@pcsdms.us or by mail at the address below. All banking information is strictly confidential and will only be used for direct deposit purposes.

Please contact me if you have any questions about EFT registration or require future updates to your company or banking information.

Thank you in advance for helping Perry County School District streamline and secure its vendor payment process.

Sincerely,

Jeannie Bolton

Jeannie Bolton, Accounts Payable



PERRY COUNTY SCHOOL DISTRICT

100-B Eighth Avenue
New Augusta, MS 39462
Titus M. Hines, Ed. D.
Superintendent of Education

Vendor Accounts Payable EFT Authorization Form

(Please Print/Type All Requested Information Below Legibly in Black Ink)

Vendor Information

Vendor Name: _____

Remittance Address: _____

Contact Information

Contact Name: _____

Contact Phone: _____

Email Address: _____

Banking Information

Bank Name: _____

Bank Address: _____

EFT Notification Email: _____

Routing Number: _____

Account Number: _____ ☐ Checking ☐ Savings ☐ Change

Submit a copy of voided check or bank verification with this form. If you change banks or accounts please provide at least thirty (30) days written notice.

Vendor Authorization

Please sign below to confirm you are authorizing Perry County School District to begin transferring payments for your invoices to the account listed above.

_____ Authorized Signature	_____ Title	_____ Date
-------------------------------	----------------	---------------

Please submit completed form by email to jbolton1@pcsdms.us or mail to address below.

PCSD Business Department ▪ Attn: J. Bolton ▪ P. O. Box 137 ▪ New Augusta, MS 39462

Accounts Payable Use Only: Date Received: _____ Date Entered: _____

