



AUTHORIZATION FOR PAYROLL CHECKS TO BE DIRECT DEPOSITED

Print Name: _____ Social Security # _____

Bank Name: _____

Signature: _____ Date: _____

Checking Account Savings Account

In order to set up the Direct Deposit, we require either a voided check **OR** a printout from your bank with the routing number and account number listed.

This form along with banking information must be presented in person to the Finance office. No electronic information, email or text will be accepted.

+We also offer FLAT FEE deposit+

A set dollar amount deposited each pay period to a separate bank.

Please contact Laurie Fielder for this form.

laurie.fielder@jonesboroschools.net : 870-933-5800 ext: 12229