

REQUEST FOR AUTOMATIC PAYROLL DEPOSIT

Please return the completed form below with a voided check/bank info from the bank account where you want your net pay to be deposited.

If you have any questions, please call:

Bonny Brown, Payroll - (503) 261-4570

Heather Putnam, Payroll - (503) 261-4571

AUTHORIZATION FOR AUTOMATIC PAYROLL DEPOSIT

Employee Name: _____ PEID# _____

I hereby authorize the Gresham-Barlow School District to electronically deposit funds to my account as indicated below and to electronically process my pay stub:

Bank: _____ Account Number _____

Checking account

Savings account

Signature: _____ Date: _____

Signature Required

****You must attach a voided check along with this form. Voided deposit slips are not acceptable. If you do not have checks, please visit your bank and get a counter check.***