

OROVILLE UNION HIGH SCHOOL DISTRICT

Payroll Department

2211 Washington Ave. Oroville, CA 95966

(530) 538-2300 Ext- 1105

ELECTRONIC DEPOSIT AUTHORIZATION

NEW REQUEST NAME CHANGE ACCOUNT NUMBER CHANGE Effective Date

NET CHECK AUTHORIZATION

I authorize the Oroville Union High School District and the financial institution listed below to deposit me NET pay automatically to the account indicated each payday and, if necessary, to adjust or reverse a deposit for any payroll entry made to my account in error.

Checking Savings Account Cancel Change

Transit Routing # Account # Financial Institution Amount to deposit NET PAY

VOLUNTARY DEDUCTION (Separate Checking or Savings Account, Deposit Flat amount only)

Checking Savings Account Cancel Change

Transit Routing # Account # Financial Institution Amount to deposit

VOLUNTARY DEDUCTION (Separate Checking or Savings Account, Deposit Flat amount only)

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Transit Routing # Account # Financial Institution Amount to deposit

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*For Checking accounts, please attach a voided check to this form. For savings accounts, please contact your financial institution for the proper transit routing number and account number. Any missing or incorrect information will cause these transactions to be delayed.

I understand that my first payroll check after this authorization will be mailed to my current mailing address while a test payroll is sent to my financial institution. This authorization will remain in effect until I have cancelled it in writing.

Name (please print) Employee ID #

Signature Date