

Asheboro City Schools
Authorization For Automatic Deposit Of Net Pay

It is the policy of the Asheboro City Schools that all employees have their payroll checks directly deposited to the financial institution of their choice. Once an employee has completed the necessary form below, the individual's account will be set up.

Instructions: Complete all items and return to the business/payroll office.

NOTE: Be sure your attached canceled check contains both the bank transit-routing and your account numbers.

| | | | |
|--------------------------------------------|------------|----|-----------|
| Last Four Digits of Social Security Number | First Name | MI | Last Name |
|--------------------------------------------|------------|----|-----------|

| | |
|-----------|---------------|
| Bank Name | Bank Location |
|-----------|---------------|

| | |
|--------------------------------------------|------------------------------------------|
| For Deposit To: (Indicate By Checking One) | |
| Checking Account <input type="checkbox"/> | Savings Account <input type="checkbox"/> |

I authorize the **Asheboro City Schools** to deposit my net pay to the account and bank indicated and to initiate any necessary adjustment entries to my account for any transactions credited to it in error.

Employee Signature

Date

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| <p><i>Please attach here a "void" check/deposit slip or bank account information with routing number</i></p> |
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