

Imlay City Schools

Direct Paycheck Deposit Employee Authorization

Imlay City Schools participates in paperless payroll through eFinance. Please complete and return this form along with a voided personal check or savings deposit slip from the account to which you want your paycheck deposited.

Employee Name (print): _____ Social Security No. _____

Name of Financial Institution: _____

Type of Account:

Checking: Routing Number: _____

Account Number: _____ Amount (or net) _____

Savings: Routing Number: _____

Account Number: _____ Amount (or net) _____

I authorize the financial institution listed above to deposit my pay automatically into my account each payday. Adjusting entries to correct errors are also authorized. This authority will remain in effect until I have cancelled it in writing.

Signature

Date: _____