ASHWAUBENON SCHOOL DISTRICT



DIRECT DEPOSIT FORM

*2 week advance notice required for account changes*

The Ashwaubenon School District distributes payroll through direct deposit on the 5th and 20th of each month. Your payroll amount is deposited directly into either the savings or checking account you have indicated and an advice of deposit is sent directly to you for your own records.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | | |
| Address: |  | | |
| City, State, Zip |  | | |
| Soc. Sec. # |  | Date of Birth |  |
| Telephone Number: |  | | |
| Bank Name: |  | | |
| Bank Address: |  | | |
| City, State, Zip |  | | |
| \* Bank Routing Number |  | | |
| Account Number |  | | |

Savings  Checking

*\*Please enclose a voided check or a card from your bank indicating the correct routing number.*