

DANSVILLE SCHOOLS

Electronic Funds Transfer (Direct Deposit) Application

Application Type	New <input type="checkbox"/>	Change <input type="checkbox"/>	Cancel <input type="checkbox"/>
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Applicant Information (Please type or print all information)

Social Security No. 	Telephone Number ()	Employee Number
Employee Name (Last, First, Middle)		
e-mail address:		

Account Information (Call your financial institution regarding questions in this section)

Name of Financial Institution:			
Routing Number	Account Number	Amount*	Savings: <input type="checkbox"/> Checking: <input type="checkbox"/>

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* enter the dollar amount you wish to have deposited or enter 'net' for balance of check.

You must attach a voided check for each account listed above.

(If a voided check is not available, contact your financial institution for routing and account numbers)

A direct deposit advice detailing your earnings will be e-mailed to the e-mail address above each pay period.

I authorize Dansville Schools to deposit my pay by electronic transfer into the designated financial institution(s) and account(s). I understand this authorization remains in effect until canceled by: (a) me; (b) my death or legal incapacity; (c) the financial institution; or (d) by Ingham Intermediate School District.

I authorize Dansville Schools to recover money electronically deposited in my account in error, either by adjusting the account or withholding any future payments.

I agree to comply with the State of Michigan rules about electronic transfers. Michigan law governs electronic fund transactions in all respects except as otherwise superseded by federal law.

Signature	Date
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