



**PAYROLL DEPARTMENT
DIRECT DEPOSIT – SINGLE ACCOUNT**

CIRCLE ONE: Start Deposit Change Information Stop Deposit

Type of Account: Checking Savings

****UPLOAD a voided check – not a deposit slip. If depositing to a savings account, ask your bank to give you the Routing/Transit Number for your account.**

I authorize Roseville City School District to deposit my wages into the bank account specified above and, if necessary, to electronically debit my account to correct erroneous credits. I agree that direct deposit transactions I authorize comply with all applicable laws. My signature below indicates that I am agreeing that I am either the accountholder or have the authority of the accountholder to authorize my employer to make direct deposits into the named account.

This authorization will **remain in effect until I give notice** to the Roseville City School District either to change or terminate this authorization.

Employee Signature

Date

Print Name

ID#

Worksite

Employee Email