

**SCHEDULE F**

**Oak Grove School District #68**

**Employee Agreement**

Employee No. Oak Grove School #68

Initial Sign Up

Name \_\_\_\_\_

Change

Delete

I hereby authorize Company, hereinafter called Company, to deposit my paycheck and to make adjustments for any entries in error to the financial institution and account number listed below.

Financial Institution/Bank \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Checking \_\_\_\_\_ or Savings \_\_\_\_\_

Account Number: \_\_\_\_\_

\*\*\*\*\* Transit/ABA Number \_\_\_\_\_ \*\*\*\*\*

<b>Name</b>	<b>1234</b>
<b>Address</b>	
	_____ 20 _____
Pay to	
Order of _____	\$ _____
	Dollars
<b>BANK NAME</b>	
Memo _____	
: 123456789 : :	123 : :456 : 1234

Transit/ABA No. ↑                      ↑ Account Number

All direct deposit changes must be submitted to the bookkeeper in writing 10 days prior to the pay day.

I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provision of United States law."

This authority is to remain in full force and effect until Company has received written notification from me to its termination in such time and in such manner as to afford Company a reasonable opportunity to act on it, or until Company has sent me 30 days' written notice of their termination of this agreement.

Signed \_\_\_\_\_ Date \_\_\_\_\_