



# School District of Altoona

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Greg Fahrman, Superintendent

[www.altoona.k12.wi.us](http://www.altoona.k12.wi.us)

## Payroll Direct Deposit Authorization Form

Complete and Return to the Payroll Department

I authorize you and the financial institution named below to automatically deposit my net pay to my account (this includes my authorization to you to reverse any entries made in error). This authority will remain in effect until I give written notice to my payroll department.

Account Type:           Checking Account No. \_\_\_\_\_

                                  Savings Account No. \_\_\_\_\_

\_\_\_\_\_  
Employee's Name

\_\_\_\_\_  
Financial Institution

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Location

\_\_\_\_\_  
Date

\_\_\_\_\_  
City

ATTACH A BLANK VOIDED CHECK FOR A CHECKING ACCOUNT OR  
A SAVINGS DEPOSIT SLIP FOR A SAVINGS ACCOUNT.

ATTACH VOIDED CHECK OR SAVINGS DEPOSIT SLIP HERE