Employee Name (Last, First)

Community School Corporation SOUTHERN HANCOCK COUNTY

P.O. Box 508 - 4711 South 500 West - New Palestine, Indiana 46163 317-861-4463 - Telephone / 317-861-2142 - Fax

DIRECT DEPOSIT AUTHORIZATION

Bank Code (OFFICE USE ONLY)	Bank Priority	Bank Name	Routing Number	Account Number	Account Type	Per Pay Amount to Each Account
	Primary				☐ Checking ☐ Savings	NET PAY
	2				☐ Checking ☐ Savings	\$
	3				☐ Checking ☐ Savings	\$
	4				☐ Checking ☐ Savings	\$
	5				☐ Checking ☐ Savings	\$

Required Documents				
(attach below)				
Checking Account	Savings Account			
Voided Check	Deposit Slip			

Authorization		Payroll Effective Date
New	Change	

RUFUS MAPLE MARY MAPLE 123 Main Street Anyplace, LA 70000	1234
PAY TO THE ORDER OF Routing number Account number	Do not include the check number
:(250250025) :(20202086)1234	

Note: The routing and account numbers may be in different places on your check.

I hereby authorize Community School Corporation of Southern Hancock County (CSCSHC) to initiate credit entries to the bank account(s) designated above. CSCSHC is also authorized to initiate any correcting entries (debit or credit), if necessary. This authorization shall replace any previous authorizations and remain in effect until employment terminates or a subsequent authorization is completed.

Employee Signature	Date