

**FAIRFIELD PUBLIC SCHOOLS**

**AUTHORIZATION AGREEMENT FOR DIRECT PAYROLL DEPOSIT**

**FIXED DEPOSIT AUTHORIZATION:** Fixed deposit will be suspended if your earnings are not sufficient to cover your request.

I authorize the automatic transfer of \$ \_\_\_\_\_ per paycheck to the following bank account.  
(Fixed Amount)

**Checking Account (A voided check must be attached)**

Bank Name \_\_\_\_\_  
Account Number \_\_\_\_\_  
Routing Number \_\_\_\_\_

**Savings Account (Routing number is required. This can be obtained from your bank.)**

Bank Name \_\_\_\_\_  
Account Number \_\_\_\_\_  
Routing Number \_\_\_\_\_

**NET PAY AUTHORIZATION:**

I authorize the automatic transfer of my **net pay** to the following bank account.

**Checking Account (A voided check must be attached)**

Bank Name \_\_\_\_\_  
Account Number \_\_\_\_\_  
Routing Number \_\_\_\_\_

**Savings Account (Routing number is required. This can be obtained from your bank.)**

Bank Name \_\_\_\_\_  
Account Number \_\_\_\_\_  
Routing Number \_\_\_\_\_

\_\_\_\_\_  
Employee Name (Please print) Date \_\_\_\_\_

EMPLOYEE IDENTIFICATION NUMBER \_\_\_\_\_

\_\_\_\_\_  
Signature(s) (If a joint account, **both parties must sign**)