

# WOODLAND SCHOOL DISTRICT #404

## DIRECT DEPOSIT FORM

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Date

Attention: Payroll Department

I wish to utilize the **Electronic Direct Deposit\*** option in which the net proceeds of my warrants are directly deposited in my checking or savings the morning of payday.

I understand that if I want to receive a warrant copy of my pay stub I need to fill out the required form.

I have attached a voided check for the payroll department.

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Signature

**\*Depending on first day of work and turn in date this may take one month to become active.**