

## DIRECT DEPOSIT ENROLLMENT/CHANGE FORM

I, \_\_\_\_\_ request Millard Public Schools to directly deposit my paycheck into the referenced account(s). I further authorize Millard Public Schools to request my bank to debit my account for any direct deposit made in error containing your full account information.

Please Note: Direct Deposit change requests must be received by the Business Office at least 7 days prior to the next payday. If you close your account(s), please let the Payroll Department know immediately. We are not responsible for payments made to closed account(s) or erroneously provided account(s) by the employee

PRIMARY BANK ACCOUNT: