



## Dickenson County School Board

### Direct Deposit Agreement Form

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**Authorization Agreement**

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I hereby authorize Dickenson County School Board to initiate automatic deposits to my account at the financial institution named below. I also authorize Dickenson County School Board to make withdrawals from this account in the event that a credit entry is made in error.

Further, I agree not to hold Dickenson County School Board responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement will remain in effect until Dickenson County School Board receives a written notice of cancellation from me or my financial institution, or until I submit a new direct deposit form to the Payroll Department.

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**Account Information**

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(Tape voided check within this box.)

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**Signature**

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Authorized Signature (Employee): \_\_\_\_\_ Date: \_\_\_\_\_

Checking

Savings

Preferred email address for Direct Deposit Transmittal to be sent each month:

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