

# ORCUTT UNION SCHOOL DISTRICT

## METHOD OF PAYMENT

NAME: \_\_\_\_\_ SITE: \_\_\_\_\_

The following information is needed in order to complete your contract. Please check one of the following methods of payment of your salary.

- A. \_\_\_\_\_ 10 CHECKS - September (first payment) through June (final payment). Annual contract amount will be paid in ten equal payments less deductions for retirement, withholding tax, and other deductions of your choice. No payment made in July and August.
- B. \_\_\_\_\_ 12 CHECKS - September (first payment) through August (final payment). This method of payment provides for twelve checks a year. One sixth (16-2/3%) of the first ten checks will be withheld, this amount to be paid in two payments, July and August. Retirement contributions will be made from the first ten checks.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please forward original request to the Payroll Office. Keep copy for your files.