Shelley School District No. 60
545 Seminary Avenue
Shelley, ID 83274 (208) 357-3411

ZIONS BANK®

Direct Deposit Authorization

Here's how Direct Deposit works:

On payday you will receive an earnings statement showing gross salary, taxes, other deductions, and net pay. Your money will have already been deposited in your account from Zions Bank. The amount of the deposit will appear on your bank statement.

This voluntary service is entirely free. We believe you will like the added convenience of having your salary automatically deposited for you. Direct Deposit is safe, convenient, and easy. To take advantage of this service, complete the attached authorization form and return it to the Payroll Department.

This authorization form gives the school district and your financial institution authority to deposit your pay to your account. Simply complete the form in order to take advantage of this service.

All you need to do is:

1. Complete the requested information below
2. Attach a voided check for verification of all financial institution information
3. Be sure that you sign and date the form

Employee Name: _____

Employee Social Security Number: ___ ___ ___ / ___ ___ / ___ ___ ___ ___

Account Names: _____

Name of Bank: _____

Branch _____ City _____ State _____ Zip _____

Transit Routing Number | | | | | | | | | |

Account Number | | | | | | | | | | | | | | | | | | | |

Checking Account ☐ Savings Account ☐

Signature _____ Date _____

➔ Email where direct deposit stub will be sent: _____