

# Riverside School District

*Administrative Offices*

300 Davis Street

Taylor, PA 18517

Salvatore F. Luzio, Sr.  
*Superintendent*

Phone (570) 562-2121  
FAX (570) 562-3205

**TO:** Professional Staff & Support Personnel Staff

**FROM:** Business Office

**SUBJECT:** Direct Deposit

As you know, you have a right to have your payroll checks deposited directly into a designated account. Therefore, if you are interested in direct deposit, please complete the following and return it to the Business Office.

Employee Name:

Employee Social Security Number:

Bank Name:

Bank Account Number:

Bank ABA Number:

Type of Account: (Circle one type account only).

Checking Account – Attach copy of voided check.

Money Market Account – Attach copy of voided check.

Savings Account – Attach copy of official document showing account number and Bank ABA Number.