

RIVERSIDE SCHOOL DISTRICT
300 DAVIS STREET
TAYLOR PA 18517

David Woods, Superintendent
woods@riversidesd.com

Phone 570.562.2121 Option 9 ext. 209
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.