



Town of Belmont  
School Department

DIRECT DEPOSIT AUTHORIZATION

Payroll Dept. Use Only:

Employee# \_\_\_\_\_

1<sup>st</sup> Test Warrant # \_\_\_\_\_

Active Warrant # \_\_\_\_\_

Name: \_\_\_\_\_

School/Location: \_\_\_\_\_

Name of Bank: \_\_\_\_\_

Account Number: \_\_\_\_\_

Transit Number: \_\_\_\_\_

*Checking Account:* Attach a **voided personal check** or **Payroll Direct Deposit Authorization Form** from financial institution

*Savings Account:* Have bank fill out account and transit numbers above or attach **Payroll Direct Deposit Authorization Form** from financial institution

Authorization Agreement:

I authorize and request the Town of Belmont to make payments to my salary/pension to the Financial Institution listed above.

\_\_\_\_\_

Signature