

OFFICIALS AND GAME PERSONNEL FOR KETTERING CITY SCHOOLS

Because it is important that officials and game personnel receive their payments in a timely and secure manner, we no longer issue paper checks. All payments will be made by direct deposit to a bank or credit union account.

Each year, time and resources are spent resolving issues with checks that are lost, delayed in the mail, not cashed or sometimes stolen. Direct deposit resolves these issues and ensures payment to the official or game personnel in a timely manner. Direct deposit also helps protect your payments by ending the paper trail that can lead to identity theft.

Below is a form required for the direct deposit. Please complete all fields and please print clearly.

AUTHORIZATION TO DEPOSIT PAYMENT THIS FORM FOR OFFICIALS AND GAME PERSONNEL ONLY

Please return to:

Kettering City School District
Office of the Treasurer
3750 Far Hills Ave.
Kettering, OH 45429

I hereby authorize the Office of the Treasurer of the Kettering City Board of Education to submit my payment(s) for credit to my account at the following bank:

NAME OF BANK _____

EXACT NAME ON ACCOUNT _____

BANK ACCOUNT NUMBER _____

ROUTING NUMBER _____

CIRCLE ONE: SAVINGS ACCOUNT / CHECKING ACCOUNT

NOTE: Blank void check for verification of account title, bank and account number must be attached.

ATTACH VOID CHECK FOR CHECKING ACCOUNT ONLY

This authorization will continue until cancelled by the individual listed below in writing.

NAME (signature) _____

NAME (printed) _____

TELEPHONE # _____ EFFECTIVE DATE _____

NOTIFY OUR TREASURER'S OFFICE IMMEDIATELY SHOULD YOUR BANKING INFORMATION CHANGE. PLEASE NOTIFY US PRIOR TO CLOSING YOUR ACCOUNT.

Treasurer's Office: 937-499-1415