



DIRECT DEPOSIT

It's Simple, Convenient, Safe and Smart!

Direct Deposit is the process where your paycheck is sent to your bank and immediately deposited to your checking account or savings account without you having to pick it up, wait for the mail or office delivery, prepare the necessary deposit paperwork, drive to your bank or check cashing location, wait in line and, for some, publically put cash in your pocket or purse and walk unprotected to your car or other place of safety.

Payroll deposits are sent directly to your bank so the funds travel from a secured environment, they are protected during transmission and pass bank security when received and put into your account. Below are some of the benefits of Direct Deposit, but don't take our word for it, do your own research!

The process is simple...

- ▶ Signing up is as simple as filling out a form and providing your bank account information to your district payroll office – this is done only one time or until YOU make changes.
- ▶ You make all the changes using the same simple form, whenever you want.

The process is convenient...

- ▶ You no longer have to drive to your bank, find parking or wait in line to cash or deposit your paycheck.
- ▶ Direct Deposits are done on time, every time, regardless of where you may be, whether at work, at home, sick or on vacation.
- ▶ In case of a natural disaster such as earthquake or some other declared emergency, your deposit is made and money is available to you regardless of mail service, traffic conditions or other inconveniences.
- ▶ Your deposit will be available in your account on the morning of the issue date. Check with your bank regarding when they post.

Direct Deposit is safe...

- ▶ Direct Deposits are automatic – they never get lost and cannot be stolen.
- ▶ Your deposit information is confidential, passing to the bank electronically and encrypted – it does not pass through human hands at the county office, the district or the bank!
- ▶ Users of Direct Deposit have enjoyed fast, reliable service for over 40 years now with 99.9% accuracy and a national average 97% satisfaction rate.
- ▶ There is absolutely no personal risk as you may encounter in cashing or depositing your endorsed warrant.

Direct Deposit is smart...

- ▶ Direct Deposit helps you budget your money, especially if you choose to have automatic payments made to others.
- ▶ You receive deposit information with all other check stub information for your reference, as well as what your bank provides to you.
- ▶ Your hard-earned pay, endorsed warrant or cash, is not physically available to thieves.
- ▶ This is just one more detail in your life that you don't have to worry about.
- ▶ You can also schedule automatic payments to creditors if you choose to, without having to remember it or put it on your calendar – no more bounced checks!
- ▶ Think of the aggravation you will avoid, and the gas and time you will save!

**Your district payroll office will assist you with the necessary paperwork.
Remember, your account will be set up the way you want it and you will control any future changes.
*It's easy! Give it a try.***

