

Town of Barrington
Payroll Direct Deposit and Electronic Pay Stub
Authorization Form

I, _____ hereby authorize

_____ Town of Barrington to direct deposit my net payroll wages into the account specified on the voided check furnished to the payroll clerk. Direct Deposit will become effective 2 pay periods from date this form is received.

_____ Town of Barrington to email my pay stub to the following email

address: _____. I understand I will no longer receive a paper copy of my pay statement.

_____ Town of Barrington to stop direct deposit on my payroll check as of _____.

_____ New enrollment

_____ Change in Banking Info

AN ACTUAL VOIDED CHECK MUST BE ATTACHED
SAVINGS ACCOUNT INFORMATION MUST BE OBTAINED IN
WRITING FROM YOUR FINANCIAL INSTITUTION

Employee Signature : _____ Date: _____