

**Broome-Tioga BOCES Payroll Office
PAYROLL DEDUCTION AGREEMENT**

<input type="checkbox"/> CHEMUNG TRUST	<input type="checkbox"/> GHS	<input type="checkbox"/> PROCTOR + GAMBLE CU (PA)
<input type="checkbox"/> CITIZENS	<input type="checkbox"/> GUTHRIE FEDERAL CU	<input type="checkbox"/> SEFCU
<input type="checkbox"/> CITIZENS + NORTHERN BANK (PA)	<input type="checkbox"/> HSBC	<input type="checkbox"/> SERVU CU
<input type="checkbox"/> CORNING CREDIT UNION	<input type="checkbox"/> HORIZON	<input type="checkbox"/> SIDNEY FEDERAL CU
<input type="checkbox"/> DISCOVER BANK	<input type="checkbox"/> KEY BANK	<input type="checkbox"/> TD BANK
<input type="checkbox"/> ELMIRA SAVINGS BANK	<input type="checkbox"/> M&T BANK	<input type="checkbox"/> TIOGA STATE
<input type="checkbox"/> EMPOWER FEDERAL CU	<input type="checkbox"/> NBT	<input type="checkbox"/> USAA FEDERAL SAVINGS BANK
<input type="checkbox"/> FIRST HERITAGE FEDERAL CU	<input type="checkbox"/> NAVY FEDERAL CU	<input type="checkbox"/> UTILITIES CU
<input type="checkbox"/> FIRST LIBERTY BANK/COMMUNITY BANK	<input type="checkbox"/> PENN STAR (PA)	<input type="checkbox"/> VISIONS
<input type="checkbox"/>	<input type="checkbox"/> PEOPLES NATIONAL (PA)	<input type="checkbox"/>

I hereby request that BOCES deposit such funds as I request to the above checked bank/credit union. You may choose up to two institutions.

This agreement will become effective ten (10) business days after delivery to the Payroll Office of this authorization and may be terminated by me by written notification to the Payroll Office, in which case termination shall be effective no later than ten (10) business days after the receipt by the Payroll Office of such notification.

I further understand that BOCES is not responsible for posting date of my funds to my account. Any inquiries regarding deposit of funds should be made directly to the above checked bank/credit union.

I agree to hold BOCES, its employees and agents harmless from any financial loss which may result from acts or omissions of the BOCES, its employees or agents including negligence.

BOCES reserves the right to cancel the direct deposit election and revert to hard check at any time.

Your first paycheck will not be direct deposited even though the deduction will be listed on your paycheck stub with zero dollar amounts. This first payroll is a test with the banks to ensure that everything will operate correctly with the next payroll.

_____	_____
Name (Please Print)	Signature
_____	_____
Social Security Number	Date
_____	<input type="checkbox"/> Net Pay
\$ Amount	<input type="checkbox"/> Checking <input type="checkbox"/> Savings
_____	(One must be checked)
Bank Routing #	

Account #	

Return to:

**Broome-Tioga BOCES Payroll Office
Mail Drop #18**