

**EGG HARBOR TOWNSHIP BOARD OF EDUCATION**

Megan Halka, Payroll 13 Swift Drive Egg Harbor Township, NJ 08234  
Phone: 609-646-7911 x1024 Fax: 609-601-2923 Email: halkam@eht.k12.nj.us

**DIRECT DEPOSIT**  
ENROLLMENT IS MANDATORY

Complete and **Return in Person** to Slaybaugh Primary District Offices. Please bring ID for verification.

**Part 1: To be Completed by Employee**

New Account

Change Existing Account \_\_\_\_\_ (last 4 digits of account)

Add Additional Account

Name \_\_\_\_\_

Address \_\_\_\_\_

Social Security # \_\_\_\_\_

Egg Harbor Township BOE is hereby authorized to directly deposit my pay to the account listed below. This authorization will remain in effect until I modify or cancel it in writing.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Part 2: Attach a Blank, Voided Check.**  
**If unable to include check, the financial institution must complete this section**

Name of Financial Institution \_\_\_\_\_

Bank Routing Number \_\_\_\_\_

Account Type  Checking  Savings

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

Amount  \$ \_\_\_\_\_  \_\_\_\_\_%  Entire Paycheck

\_\_\_\_\_  
Bank Official Signature

\_\_\_\_\_  
Date