



**PROSPECT HEIGHTS
PARK DISTRICT**

(847) 394-2848
Fax (847) 394-7799

110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

DIRECT DEPOSIT ENROLLMENT FORM

EMPLOYEE NAME: _____ DATE _____

**ATTENTION REQUIRES: WERE YOU PREVIOUSLY ON DIRECT DEPOSIT? YES NO
IF YES, DIRECT DEPOSIT WILL CONTINUE
IF BANK INFORMATION HAS CHANGED, PLEASE
FILL OUT FORM BELOW.**

**PLEASE ATTACH A VOIDED CHECK FROM EACH ACCOUNT YOU WISH
TO DEPOSIT TO. (maximum of 3 accounts).**

IF YOU WISH TO DEPOSIT INTO MULTIPLE ACCOUNTS PLEASE INDICATE THE
DOLLAR AMOUNT YOU WISH TO DEPOSIT INTO EACH ACCOUNT.

ACCOUNT 1:

BANK ACCOUNT #: _____

SAVINGS ACCOUNT/CHECKING ACCOUNT (please circle one)

FULL CHECK or DOLLAR AMOUNT: _____

ACCOUNT 2:

BANK ACCOUNT #: _____

SAVINGS ACCOUNT/CHECKING ACCOUNT (please circle one)

FULL CHECK or DOLLAR AMOUNT: _____

ACCOUNT 3:

BANK ACCOUNT #: _____

SAVINGS ACCOUNT/CHECKING ACCOUNT (please circle one)

FULL CHECK or DOLLAR AMOUNT: _____

Please note that it may take 1-2 payroll cycles before direct deposits begin.

In Payroll _____ Date _____