

## Payroll Deduction Request (Change) Sheet

Please use this form to initiate or change payroll deductions for the following:

- (1) Direct Deposit
- (2) Credit Union
- (3) Tax Sheltered Annuity
- (4) U. S. Savings Bonds
- (5) ERS/TRS
- (6) W-2 Withholding

**(1) Direct Deposit:**   Account #   C or S   Current Amount   New Amount   Eff date Chg

Pathfinder Bank   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_

Oswego Co. Sav.   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_

Community Bank   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_

Key Bank   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_

HSBC   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_

Other   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_

**(2) Credit Union**   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_   \_\_\_\_\_

(Enclose 2 part form and card available from Business Office)

**(3) Tax Sheltered Annuity   Company**   \_\_\_\_\_

\_\_\_\_\_

Make arrangements for changes with your company representative.

**(4) U.S. Savings Bonds**

Forms available at Banks or the Business Office

**(5) ERS/TRS**

Forms available at Business Office or from retirements systems

**(6) W-2 Withholdings**

Forms available at Business Office

\_\_\_\_\_  
(Employee Signature)

\_\_\_\_\_  
(Date)