

**CHAPTER 7.00 –BUSINESS SERVICES**

**PAYROLL DIRECT DEPOSIT**

**7.25**

The Henry County Board of Education gives employees the option to participate in direct deposit of payroll checks. Forms for indicating the banking institution, employee account number, and other necessary information shall be available through the payroll department.

Payments that cannot be directly deposited shall be mailed to the employee’s home address of record or shall be delivered by other means as directed by the Superintendent.

**REFERENCE(S):**

**CODE OF ALABAMA  
16-8-8, 16-8-9, 16-9-32**

**HISTORY:**

**ADOPTED: JULY 18, 2013  
REVISED: \_\_\_\_\_  
FORMERLY: NEW**