

Teacher Election Form For Contract Year Payment Plan

The following election form indicates the employee's preference for receiving payment of their annual salary. The election that is made will remain in force until such time a new election form is signed and dated. **PLEASE NOTE: With the exception of new employees making a first-time election, this election may only be changed at the commencement of the contract year.** Please check only one box.

- 26 Pay Periods Your annual salary will be paid equally over 26 pay periods commencing with the beginning of the contract year.
- 21* Pay Periods Your annual salary will be paid equally over 21 pay periods commencing with the beginning of the contract year.

*If you elect the 21 pay method, please make sure that any deductions that you elect are taken into consideration. Such items to consider would be house payments, tax sheltered annuities (TSA), car payments, tax deferred payments (TDP) etc. . . as these deductions will be taken uniformly through the 21 pays.

By signing this document, you indicate that you fully understand the election that you have made and have agreed to this election until such time that you may opt to change your election through a newly signed election form completed before the commencement of a new contract year. If you have any questions, please contact the payroll department at the District office for clarification.

Please print your full legal name:	Social Security Number:
Signature of employee:	Date: