

# Peru Central School District

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## PAYROLL PAYMENT PLAN FORM

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME (please print)

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
BUILDING

- ❖ \_\_\_\_\_ I prefer to participate in the 21 payment plan. This means my gross salary will be divided into 21 equal payments.
  
- ❖ \_\_\_\_\_ I prefer to participate in the 26 payment plan. This means my gross salary will be divided into 26 equal amounts. I will receive 21 checks @ 1/26<sup>th</sup> of my gross and 1 check @ 5/26<sup>th</sup>, or equivalent to 5 checks. This check will be available with your last check in June, however, if the last day of school falls on the last pay date, a check to 6 checks will be issued.

I understand that if I am hired mid-year I will receive a prorated salary divided by the following:

**21 pay plan=the remaining pay dates**  
**26 pay plan=the remaining pay dates + 5**

I also understand that the 26 payment plan means that my check will be less per pay than if I had chosen the 21 payment plan.

I also understand that the method of payment I choose must remain in effect throughout the school year. Thereafter, any change must be requested in writing prior to August of the following school year.

\_\_\_\_\_  
SIGNATURE