



## Gilchrist County Board of County Commissioners

209 SE First Street Trenton, FL 32693

Phone: (352)463-4617 E-mail: [trmoore@gilchrist.fl.us](mailto:trmoore@gilchrist.fl.us)

Please verify your electronic routing number with your bank. Some banks have different routing numbers for electronic transactions.

Employee Name	
Bank Name	
Bank Phone Number	
Routing Number First set of numbers (9 digits)	
Account Number Second set of numbers	
Type of Account	<input type="checkbox"/> Savings <input type="checkbox"/> Checking

*Example of checking account information*

Mickey Mouse	0124
1234 Donald Lane	
Disney World, FL 123400	_____ 20 _____
Pay to the order of _____	\$ _____
Bank National Bank	
City, FL	
Memo _____	
:123456789	:0000000123456789"0124
Routing #	Account #

All employees are required to participate in Gilchrist County Board of County Commissioners Direct Deposit Program. There will be a 2-4 week period before direct deposit will begin. During that time you will receive a paper check.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date