

DIVISION OF HUMAN RESOURCES

DALE COUNTY BOARD OF EDUCATION

REQUEST FOR TWELVE OR THIRTEEN MONTH CHECKS FOR NEW HIRES

_____ **FIRST YEAR ONLY:** I wish to have my annual salary disbursed over Thirteen checks. (Beginning August 2023). I understand by making this decision that my annual salary will spread over Thirteen checks, making my monthly check a lesser amount.

_____ **FIRST YEAR ONLY:** I wish to have my annual salary disbursed over Twelve checks. I will receive my first check from Dale County Schools on 9-29-23.

I will be paid August 2023 from _____.

SIGNATURE: _____ DATE: _____

Dale County Schools, 202 S. Hwy 123 Suite E, Ozark, AL 36360