

*SAMPLE LETTER
FOR DIRECT DEPOSIT OF STATE AID*

(TO BE TYPED ON SCHOOL DISTRICT LETTERHEAD)

(DATE)

Ms. Susan Woodmansey
Office of School Finance
Department of Education & Cultural Affairs
700 Governors Drive
Pierre, SD 57501

Dear Ms. Woodmansey:

Please accept this letter as your authorization to ACH (transfer) our State Aid to the South Dakota Public Funds Investment Trust (FIT). Please send payments using the following instructions:

Please call a FIT administrator for up to date bank information toll free at 866-314-0060.

Bank: _____

ABA #: _____

Account #: _____

Account Name: _____

_____ (Your FIT Account Name & Number)

Thank you for your assistance.

Sincerely,

Authorized Signature