



Simsbury Public Schools

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

CERTIFIED TEACHER PAYROLL PAYMENT ELECTION FORM

The following pay options are offered to all Simsbury Public School teachers. Please complete this form and forward it to the Payroll Office by **August 15th** or upon completion of the hiring process. Please check off the election of your choice.

_____ **22 equal payments** - Contracted salary will be divided equally by 22 and distributed bi-weekly through June.

_____ **27 payments (Balloon Payment)** - Contracted salary will be divided equally by 27. Payments will consist of 1/27th of the contracted salary paid on a bi-weekly basis through June. A balloon payment which will consist of 5/27^{ths} of the contracted salary will be paid in addition to the regular bi-weekly paycheck as part of the last paycheck in June.

Once selections are made, it cannot be changed until the following year. This election will remain in effect for all future years unless a new election form is completed by the teacher.

Please Print Name

Signature

Date

Return this form to the Payroll Department, 933 Hopmeadow St., Simsbury, CT 06070

Jennifer Murphy
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