



## Lump Sum Form

I, ,

am requesting my lump sum pay at the end of the school year. This is in accordance with Article IV, Section P. Lump Sum Option: Any ten-month Employee may elect to receive the balance of his/her summer paychecks in one lump sum in the June following the close of the previous school year. Any ten-month Employee who elects to receive the lump sum paycheck must notify the district payroll office in writing by March 30 of that school year.

Employee Number

Employee Signature