



SAN JUAN UNIFIED SCHOOL DISTRICT
WORKABILITY STUDENT PAYCHECK DELIVERY OPTION

The home address you provide in this packet is where your paycheck will be mailed for this entire school year. If you anticipate that your home address will change, instead of being mailed to your home, your paycheck can be delivered to the WorkAbility Office at Laurel Ruff Transition School.

Please **initial** the option below that is best for you:

_____ **Option 1:** Send my paycheck to my home address as shown below. (Paychecks will be mailed from payroll the 15th of the month.) If this address changes, I understand it is my responsibility to immediately complete, and turn in, an address change form to my WorkAbility Tech. Failure to submit an address change in a timely manner will result in a delay in receiving your paycheck.

Name _____

SS# _____

Address _____

City _____ State _____ Zip _____

_____ **Option 2:** Send my paycheck to the WorkAbility Office. I will pick up my check after the 18th of the month from the WorkAbility Office at:
 Laurel Ruff Transition School
 Room 11
 5325 Garfield Avenue
 Sacramento, CA 95841