



E-Voucher Change of Address Form

Employee Name: _____

Department: _____

New E-mail Address: _____

The Okaloosa County Board of County Commissioners (BCC) direct deposit E-Voucher notifications are sent to each employee's county e-mail address unless otherwise instructed. I hereby elect to use the e-mail address I have listed at the top of this form in lieu of my county e-mail address.

By using an address that is external from the county e-mail address, I understand that the BCC is not responsible should I not receive or cannot access my E-Voucher due to issues with my personal internet service provider and/or e-mail provider. Additionally, the BCC is not responsible should someone else view or receive my E-Voucher through my personal e-mail account.

I understand if I do not receive my E-Voucher, it is my responsibility to notify my internet service provider and/or e-mail provider to investigate and resolve the problem, and I will still be able to access and print my E-Voucher from a county computer via the Employee Access Center.

Signature: _____

Date: _____