



PAYROLL DEDUCTION AUTHORIZATION

Employee Name: _____ Banner ID: A

Name Deduction/Company: **UNIVERSITY RECREATION** **M32**

New Deduction (no previous URec deduction) **Cancellation** (removing all URec deductions)

Change Deduction – adding/removing an individual/locker from existing URec deduction(s)
Note: This form *supersedes* any/all previous University Recreation deduction(s) and includes all currently desired deductions. A new form must be submitted to make any changes.

Per person*/locker per pay period	Monthly		Semi-Monthly		Itemized Subtotal
	Rate	Qty	Rate	Qty	per pay period
Spouse/Dependent age 16 or older					
Name(s):	\$25.00		\$12.50		
Dependent under age 16					
Name(s):	\$20.00		\$10.00		
Foy Center Locker	Size	Lkr#			
	Small		\$3.00		
	Medium		\$3.60		
	Large		\$5.00		
	Extra-Large		\$6.00		
			Total Deductions		
			(per pay period)		

I authorize the APSU Payroll Office to deduct _____ per pay period from my salary, beginning with my check dated _____, 20____ and ending with my check dated _____, 20____. **(If no end date is given, the deduction will be made indefinitely.)**

Employee Signature

Date

Approval Signature

Date

* Each individual must have a completed Affiliate Patron Application with PAR-Q on file with University Recreation.

Please print and sign this form. Then bring to University Recreation in Foy Center 112 with appropriate Patron Application forms for processing.