

Payroll Authorization

Check One: New Change
Check One: Weekly Bi-weekly (every two weeks)
 Semi-monthly Monthly

Last Date Paid _____

Next Date Paid _____

Name _____

Social Security # _____

Home Phone _____

Work Phone _____

Department _____

Employer _____

Please indicate below how you want your payroll distributed each pay period.

Account Type Amount

Savings – 01	\$	_____
Savings – 02	\$	_____
Christmas – 25	\$	_____
PDCD – 48	\$	_____
Checking – 75	\$	_____
Checking – 79	\$	_____
IRA Savings – 80	\$	_____
Loan (LOC)	\$	_____
Other _____	\$	_____
Other _____	\$	_____

Total Deduction	\$	_____
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I understand Payroll Deduction is a convenient option for loan payments, savings and checking deposits, etc. I agree to make any scheduled loan payments if payroll is not received for any reason. I have verified the information above.

Signature _____

Date _____

Account No. _____