

**AUTHORIZATION  
FOR VOLUNTARY PAYROLL DEDUCTION**

I, \_\_\_\_\_ hereby authorize  
(Print employee's name)

\_\_\_\_\_ to deduct from my wages  
(Employer)

for: \_\_\_\_\_  
(reason for the deduction)

the sum of \$ \_\_\_\_\_, beginning \_\_\_\_\_ and ending \_\_\_\_\_  
(Amount) (Date) (Date)

until the total amount of \$ \_\_\_\_\_ has been deducted.  
(Amount)

In the event my employment ends for any reason before the final deduction is made, the  
entire balance may \_\_\_\_\_ or \_\_\_\_\_ may not be deducted from my final wages.

\_\_\_\_\_  
(Employee's Signature)

\_\_\_\_\_  
(Date signed)