

# VOLUNTARY PAYROLL DEDUCTION

To: Payroll Department

From: \_\_\_\_\_  
Employee Name

I authorize my employer to deduct the following amount: \_\_\_\_\_

Beginning Pay Date: \_\_\_\_\_

Ending Pay Date: \_\_\_\_\_

Name of Recipient: \_\_\_\_\_  
Name of Entity

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employer's Signature

\_\_\_\_\_  
Date