



Miscellaneous Employee Payroll Deduction

1. Employee Information

Employee Name _____ Social Security Number XXX-XX-_____

Employer/Client Name _____

2. Amount to be deducted and credited to client on payroll invoice

Reason for Advance and/or Deduction: Tools Uniform Cash Advance Loan

Other Reason: _____

Amount to deduct per pay period \$ _____ Total Amount to be repaid: \$ _____

I acknowledge I have reviewed the amounts of this advance and/or deduction.

Employer/Client Signature _____ Date: _____

Name and Title _____

3. Employee Signature

I authorize Employers Resource to deduct the stated amount per paycheck until the total amount is collected. In the event my employment status changes (including termination of employment) during the deduction repayment period, I hereby authorize Employers Resource to deduct the remaining balance due from my final paycheck and/or pending reimbursements where allowed by state law. In the event the total amount cannot be satisfied, I understand this is a legally binding agreement and any balance is due immediately to my Employer, a client of Employers Resource.

Employee Signature: _____ Date: _____

Payroll deductions will begin on the first scheduled payroll after receipt of this form. Return completed form to your payroll contact.