

**University of North Texas
Student Recreation Center
Payroll Deduction Summer 2008**

Employee Name _____

UNT employee ID # _____

Department/Work Place: _____

Work Phone No: _____

E-mail address _____

check if for spouse or dependent

Spouse or dependent's name _____

Check One	Membership type	Deadline	Payroll deduction begin date	Payroll deduction end date	Amount to be deducted	# of times for deduction	Total amount to be deducted
	Maymester (3WK)	May 13	June 1	June 1	23.00	1	23.00
	Maymester/Summer I (3WK & 5WK1)	May 13	June 1	July 1	25.25	2	50.50
	Maymester/Summer I and Summer II (3WK, 5WK1 & 5WK2)	May 13	June 1	Aug. 1	26.00	3	78.00
	Summer I and II (5WK1 & 5WK2)	June 11	July 1	Aug. 1	27.50	2	55.00
	Summer I (5WK1)	June 11	July 1	July 1	27.50	1	27.50
	Summer II (5WK2)	July 9	Aug. 1	Aug. 1	27.50	1	27.50

Total amount to be deducted by payroll: (please mark)

- Maymester \$23.00
- Maymester/summer I \$50.50
- Maymester/summer I and II \$78.00
- Summer I and II \$55.00
- Summer I only \$27.50
- Summer II only \$27.50

Maymester = 3WK1 = May 11 – May 31, 2008
 Summer I = 5WK1 = June 1 – July 5, 2008
 Summer II = 5WK2 = July 6 – Aug. 8, 2008

I hereby authorize the University of North Texas Payroll Office to deduct a monthly fee from my check to pay for my Student Recreation Center membership. In order to cancel the deduction, I understand that I will need to contact the Recreational Sports office to sign the appropriate forms to stop my membership. I understand that cancellation of the deduction will go into effect the month after my completing all of the necessary steps with the Recreational Sports office. I understand that I must cancel the deduction through the Rec Sports Office by the 10th of the month prior in order to have the deduction stopped by the next pay period. Deductions will only be taken for those months designated in the above chart for membership dates. Payroll deduction will not continue for memberships for the next semester. Participants must fill out a payroll deduction form for each semester they would like a Rec Center membership, unless filling out one payroll deduction form for an annual membership in the fall semester.

I understand and agree that if for any reason there are insufficient funds to cover the authorized deduction in any given month, then a double deduction will take place the following month and increased deductions will continue until the amount owed is paid in full.

Signature

Date