

**University Golf Course Payroll Deduction Action Form  
2019/2020**

**Employee Information (please print):**

\_\_\_\_\_  
LAST

\_\_\_\_\_  
FIRST

\_\_\_\_\_  
MIDDLE

\_\_\_\_\_  
UID Number

26-pay employee

22-pay employee

**Deduction Action Requested:**

**INITIATE**

\_\_\_\_ Full 7-day Faculty/Staff Golf Course Membership to be charged to payroll deduction at the rate of: 26-pay \_\_\_ \$72.12, or \_\_\_ \$85.23 ppd  
With family: 22-pay \_\_\_ \$107.18, or \_\_\_ \$127.85 ppd

\_\_\_\_ Four Day (Mon-Thur) Faculty/Staff Membership to be charged to payroll deduction at the rate of: \_\_\_ \$50.97, or \_\_\_ \$60.23 ppd.  
family: \_\_\_ \$76.47, or \_\_\_ \$90.37 ppd

\_\_\_\_ Weekday afternoon Faculty/Staff GC Membership to be charged to payroll deduction at the rate of: \_\_\_ \$30.77, or \_\_\_ \$36.37 ppd

**CHANGE**

**Previous Information**

\_\_\_\_ Full 7-day Faculty/Staff Golf Course Membership to be charged to payroll deduction at the rate of: \_\_\_ \$72.12, or \_\_\_ \$85.23 ppd.  
With family: \_\_\_ \$107.18, or \_\_\_ \$127.85 ppd.

\_\_\_\_ Four Day (Mon-Thur) Faculty/Staff Membership to be charged to payroll deduction at the rate of: \_\_\_ \$50.97, or \_\_\_ \$60.23 ppd.  
With family: \_\_\_ \$76.47, or \_\_\_ \$90.37 ppd.

\_\_\_\_ Weekday afternoon Faculty/Staff GC Membership to be charged to payroll deduction at the rate of: \_\_\_ \$30.77, or \_\_\_ \$36.37 ppd.

**New Information**

\_\_\_\_ Full 7-day Faculty/Staff Golf Course Membership to be charged to payroll deduction at the rate of: \_\_\_ \$72.12, or \_\_\_ \$85.23 ppd.  
With family: : \_\_\_ \$107.18, or \_\_\_ \$127.85 ppd.

\_\_\_\_ Four Day (Mon-Thur) Faculty/Staff Membership to be charged to payroll deduction at the rate of: \_\_\_ \$50.97, or \_\_\_ \$60.23 ppd.  
With family: \_\_\_ \$76.47, or \_\_\_ \$90.37 ppd.

\_\_\_\_ Weekday afternoon Faculty/Staff GC Membership to be charged to payroll deduction at the rate of: \_\_\_ \$30.77, or \_\_\_ \$36.37 ppd.

**CANCEL – Previous rate deducted:** \_\_\_\_\_

**Payroll Deduction Authorization**

Total of \_\_\_\_\_ to be deducted bi-weekly beginning with the pay period ending on \_\_\_\_\_.

I authorize a bi-weekly deduction to be taken from my earnings in the amount indicated above on this authorization. I acknowledge that the amount deducted can automatically be adjusted to reflect any future membership fee changes.

This deduction will begin upon receipt of a University Golf Course Payroll Deduction Action Form marked “initiate” or “change” and will continue until such time as a University Golf Course Payroll Deduction Action Form marked “cancel” is submitted to the University Golf Course in accordance with established policies and procedures.

However, I acknowledge that University Golf Course reserves the right to end my membership and cancel my deduction at any time, for any reason, should such action become necessary in the discretion of University Golf Course.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date