





PHILADELPHIA  
UNIVERSITY

**AUTHORIZATION FOR PAYROLL DEDUCTION**

I, \_\_\_\_\_, do hereby authorize equal bi-monthly deductions in the amount of \_\_\_\_\_ per pay beginning \_\_\_\_\_ (mm/dd/yr) and continuing for \_\_\_\_\_ months\* until the outstanding balance of \_\_\_\_\_ due on the personal computer and related components purchased through Philadelphia University is paid in full.

TOTAL Purchase Price \_\_\_\_\_

Down Payment

Balance Due

Number of Payments \_\_\_\_\_ (24, 36, 48\*)

Payment Amount \$ \_\_\_\_\_ (=balance Due/Number of Payments)

***I understand that I am responsible to pay any remaining balance if I separate employment, for any reason, from Philadelphia University prior to the payoff of this debt. I authorize Philadelphia University to withhold any remaining balance from my final paycheck. If the final paycheck is insufficient to pay the remaining balance, I understand that I am liable to Philadelphia University for any remaining unpaid balance. By signing below, I agree to the terms of Philadelphia University's Computer Purchase Plan:***

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Colleague ID Number

\_\_\_\_\_  
Date

\*12 months for purchase up to \$2,600  
18 to 24 months for purchase from \$2,600 to \$4,000  
\$4,000 Maximum Financing