

## **EMPLOYEE COMPUTER PURCHASE PLAN**

NAME DATE

## **ORDER:**

Model Number Description Part Number Price

			SubtotalShippingPA Tax 7%Other ChargesPRE-TOTAL	
			\$100 Down GRAND TOTAL	
Items received by Pr	int Name	Signature	Date	
Confirmed receipt by Univer	sity Bookstore Represe	entative		



## 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

18 to 24 months for purchase from \$2,600 to \$4,000

<sup>\*12</sup> months for purchase up to \$2,600

<sup>\$4,000</sup> Maximum Financing