

Payroll Deduction Authorization Form

An easy and convenient way to manage your dues!

Payroll deductions run from October through June and are only
\$10.00 per paycheck.

I hereby authorize the University of Washington Payroll Department to deduct my annual Club dues from my salary and to transfer that amount to The University of Washington Club. Deductions will be made from my paycheck bi-monthly for nine months beginning in October or prorated if membership begins January through March.

(Payroll Deduction is not available in the Spring and Summer Quarters)

I understand these deductions will continue annually (*October through June*) for the duration of my employment unless I elect to terminate the deduction by notifying The University of Washington Club. Under IRS Code, dues paid to The University of Washington Club are not deductible as charitable contributions for income tax purposes.

As a member of The University of Washington Club, I will be responsible for all charges made against my account.

THIS TRANSACTION IS FOR DUES ONLY. ALL OTHER SALES CANNOT BE DEDUCTED AND WILL BE BILLED MONTHLY ON A SEPARATE STATEMENT.

Employee Name

Employee Signature*

Employee ID number

Department Name and Box Number

*I understand that this is a legal representation of my signature ☐