



SAN MATEO COUNTY  
COMMUNITY COLLEGE DISTRICT



District Payroll Office  
3401 CSM Dr.  
San Mateo, CA 94402

Regarding: Optional Payroll Deduction for all Classified Personnel

Payroll Authorization: Pursuant to Section 88167 of the Education Code, San Mateo County Community College District is hereby authorized and directed to deduct from each regular warrant due for services as a classified employee the sum necessary to pay professional dues. The amount so deducted shall be transmitted to the organization and upon remitting the deduction the District shall have fulfilled its entire obligation and will be held harmless in the event of defalcation on the part of the organization or any of its employees.

Thus, I hereby authorize my employer, San Mateo County Community college District, to deduct from my paycheck a voluntary deduction of \$ \_\_\_\_\_ per month as a tax-deductible contribution to Cañada College Classified Senate.

This deduction shall start with the pay period of compensation on July 2015, and continue until I notify the District in writing otherwise.

Printed Name of Employee: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Important Note:** This form must be returned to the District Payroll Department before June 30, 2015. After June 30<sup>th</sup>, payroll deductions will not be accepted for organization memberships (except for new employees). After June 30<sup>th</sup>, membership dues must be paid by personal check to the organization.