

U.T. Computer Purchase

Payroll Deduction Authorization

Employee Name: _____
Last First M_I

Personnel Number: _____

Responsible Account: _____

Paycycle: Monthly Biweekly

University Bookstore _____

I hereby authorize The University of Tennessee to deduct \$ _____ per month from my earnings to purchase a _____ computer. The total amount to be repaid through payroll deductions will be \$ _____ . If I terminate from the University for any reason, I authorize the University to apply any monies due me against any outstanding balance.

(Description)

Employee Signature

Date

University Authorization

Date

FOR OFFICIAL USE ONLY

Do Not Write in
This Box

The financial obligation of the individual has been satisfied and the last payroll deduction should be for the month of _____
Month Year

University Authorization Date

Monthly Amount
\$ _____
Total Deduction
\$ _____
Cancel
Location Code _____