

**Fort Berthold Community College
P. O. Box 490
New Town, ND 58763**

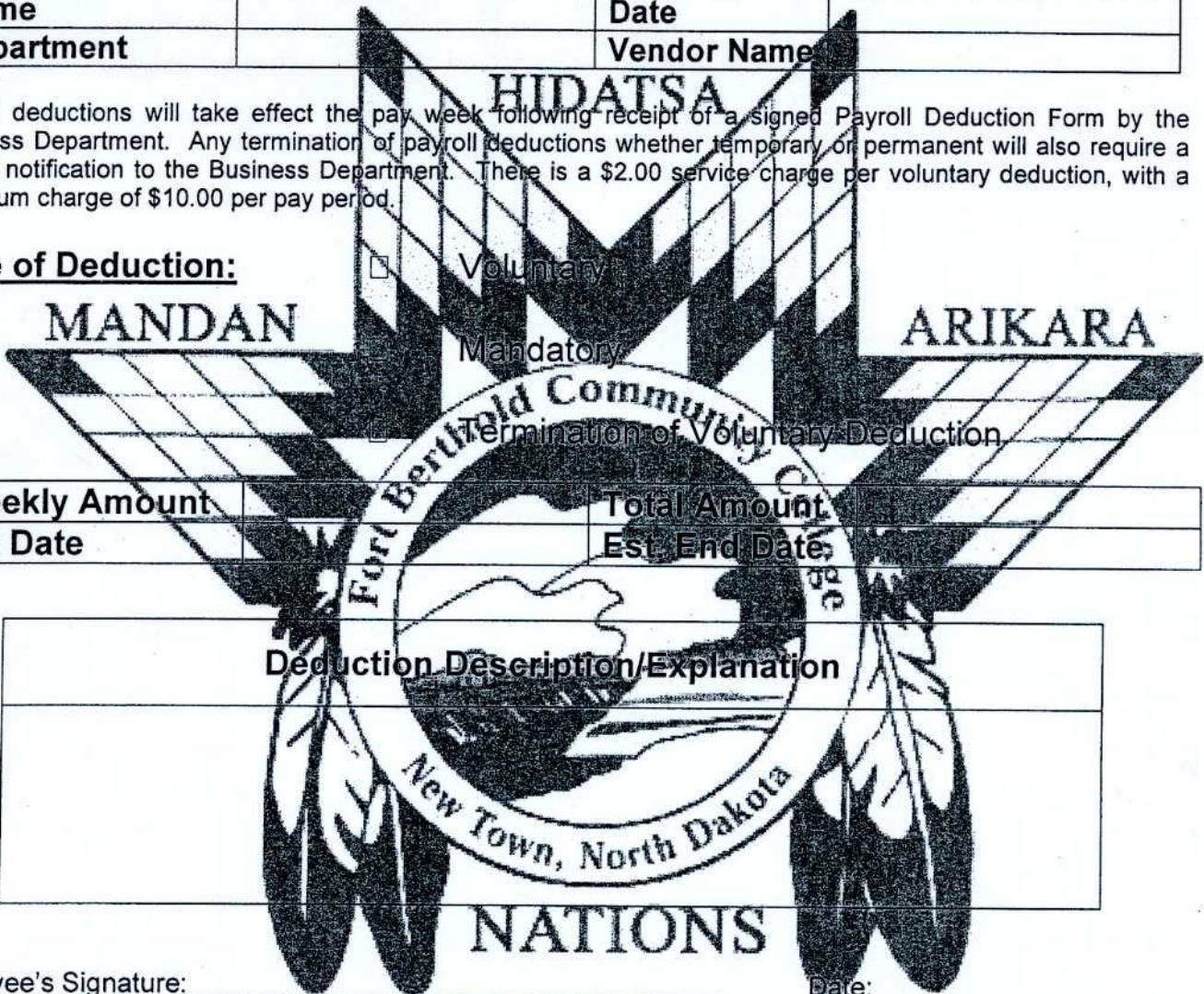
PAYROLL DEDUCTION FORM

Name		Date	
Department		Vendor Name	

Payroll deductions will take effect the pay week following receipt of a signed Payroll Deduction Form by the Business Department. Any termination of payroll deductions whether temporary or permanent will also require a signed notification to the Business Department. There is a \$2.00 service charge per voluntary deduction, with a maximum charge of \$10.00 per pay period.

Type of Deduction:

- Voluntary
- Mandatory
- Termination of Voluntary Deduction



Biweekly Amount		Total Amount	
Start Date		Est. End Date	

Deduction Description/Explanation	

Employee's Signature: _____ Date: _____

Payroll Technician's Signature: _____ Date: _____

CFO's Signature: _____ Date: _____