AUTHORIZATION FOR PAYROLL DEDUCTION

[ ] 20

THIS IS TO AUTHORIZE the Central Accounting Office to deduct from my pay the amount of ______________________________________________________________________________________

__________________________________________________________________________________________
PESOS (P ____________________)

[ ] in lump sum, effective (paydate) ________________

[ ] in installments of ________________ PESOS (P__________) for ___ successive weekly/semi-monthly installments

beginning (paydate) ________________ and ending (paydate) ________________

= initial installment: P _____________

= succeeding ___ installments: P _____________

as _______________________________________________________________________________________

__________________________________________________________________________________________

subject to the following conditions: ____________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________

_____________________________
Signature of Employee

___________________________   ______________________________
Name/Position Title             Employee’s Name in Print

Distribution:   ______________________________
Central Accounting Office
Personnel Office
Employee

PA-601.7 (R6/94)