



University of Arkansas at Fayetteville
PAYROLL DEDUCTION AUTHORIZATION

Department of University Recreation
MEMBERSHIP

Employee Name (please print)

University ID / Workday ID

Departmental BU Code

Campus Address

Campus Phone Number

\*\*\*9 Month Appointed

12 Month Appointed

\*\*\*9 month employees: Payroll deductions for 9-month employees are only available after review by the UREC Office Manager. UREC memberships/locker/towel service must be paid for in consecutive payments once the payroll deduction form is received and processed by the payroll unit. Deductions must be fulfilled prior to the start of the summer term, if the full amount can't be deducted, you must pay with cash, check or credit card.

Choose one box:

SEMESTER RENEWAL
Semester Membership:
Fall Spring Summer
THIS DEDUCTION WILL BE:
(Please check one of the following options)
Divided equally over:
( 2 ) ( 4 )
payments.
\*\*\*\*9 month faculty can choose a MAXIMUM of 4 payments.

ANNUAL RENEWAL
Annual Membership
THIS DEDUCTION WILL BE:
(Please check one of the following options)
Divided equally over:
( 2 ) ( 4 ) ( 6 ) ( 8 )
Payments.

PYD form must be provided to the Payroll Office before the 15th of each month excluding December. NOTE: If your employment with the University terminates for any reason, the full amount of the unpaid fees shall become due immediately.

I AUTHORIZE THE UNIVERSITY OF ARKANSAS TO DEDUCT FROM MY PAYROLL CHECKS CHARGES INCURRED AND YET TO BE INCURRED BY ME DURING THE ABOVE STATED TERM FOR FEES RELATED TO THE UREC MEMBERSHIP IN WHICH I HAVE ENROLLED. THE UNIVERSITY OF ARKANSAS MAY DEDUCT FROM EACH OF MY BI-MONTHLY PAYROLL CHECKS UNTIL THE CHARGES INCURRED FOR THE ABOVE PROGRAM HAVE BEEN SATISFIED.

Employee Signature

Date

For Departmental Use Only

TOTAL COSTS: DIVIDED BY PAYMENTS
bi-monthly deduction amount

Payroll Deduction is for faculty and staff memberships ONLY, including family, locker, and towel service.

MEMBERSHIP EXPIRATION DATE: