



# PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

## Automatic Payroll Deduction Enrollment Form

### PERSONAL INFORMATION

Employee Name \_\_\_\_\_  
Last First M.I.

U I N# \_\_\_\_\_

Department \_\_\_\_\_

Work Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

### VEHICLE INFORMATION

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

License Plate # \_\_\_\_\_ State \_\_\_\_\_ Color \_\_\_\_\_

Faculty Staff Employee Appointment (months): Nine Twelve

### **DECLARATION**

I hereby authorize the Prairie View A&M University Payroll Office to deduct a fee from my paycheck for a parking permit. I understand that payroll deduction can only be terminated if the parking permit is paid in full or if I terminate my employment with the University and return the permit (and any associated gate access device) to Parking Services.

**Option 1: Twelve deductions** for employee paid over 12 months  
Pre-Tax Waive Pre-Tax Qual

**Option 2: Nine deductions** for employees paid over 9 months.  
Pre-Tax Waive Pre-Tax Qual

1. For a deduction to be pre-tax, it must be taken in advance, which means you will have to double up at the start.
2. There are no Refunds on Pre-tax deductions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **For Office Use Only**

Permit Number \_\_\_\_\_ Selling Price \_\_\_\_\_ Issued by \_\_\_\_\_

Parking Area:

\_\_\_\_ Faculty/Staff

Lot#: \_\_\_\_\_

Gate Card # \_\_\_\_\_

Reserved Space: Yes \_\_\_\_\_ No \_\_\_\_\_ Space # \_\_\_\_\_