PAYROLL DEDUCTION AUTHORIZATION

AGENCY CODE: 360200

PAYMENT DUET:

University of Maryland
Department of Transportation Services

DEDUCTION: AD

DEDUCTION ACTION REQUESTED

☑ INITIATE ☐ CHANGE ☐ CANCEL

University of Maryland
Department of Transportation Services

This deduction will continue until a Payroll Deduction Authorization form marked “cancel” is received by the Department of Transportation Services. Permit must be returned when canceling parking payroll deduction.

IF YOU ARE DROPPED FROM PAYROLL DEDUCTION FOR ANY REASON (INCLUDING NO PAY), WHICH RESULTS IN YOUR PARKING FEES NOT BEING DEDUCTED, YOU ARE RESPONSIBLE FOR ANY MISSED PAYMENTS. YOU WILL RECEIVE THE METROCHEK BENEFIT THE MONTH FOLLOWING THE DEDUCTIONS BEING TAKEN FROM YOUR PAY.

I understand and agree that by authorizing to have automatic Metrochek deductions taken out of my paycheck the deduction will be on a pre-tax basis and will not be included in my Federal, State or Fica wage base.

I authorize a bi-weekly deduction to be taken from my earnings in the amount indicated on this authorization form.

SIGNATURE OF EMPLOYEE: X

DATE: X

Mechanical Engineering

Pay Period: Ending Date:

$ TOTAL AMOUNT PER PAY PERIOD Dept. Code: ENGME 011322101

Department of Transportation Services

UNIVERSITY OF MARYLAND COLLEGE PARK

OTHER:_________