UNIVERSITY OF MARYLAND COLLEGE PARK

PAYROLL DEDUCTION AUTHORIZATION

AGENCY CODE	UID (UNIVERSITY ID NO.)	EMPLOYEE NAME (PLEASE PRINT)
3 6 _ 0 2 _ 0 0 _ X X		LAST FIRST MIDDLE I.
		DAYTIME PHONE NUMBER: ( )
		EMPLOYING DEPARTMENT:
DEDUCTION: **AD**	DEDUCTION ACTION REQUESTED ☐ INITIATE ☐ CANCEL	LOT ASSIGNMENT: (As assigned by Trans. Coordinator)
University of Maryland Department of Transportation Services		TRANSPORTATION COORDINATOR:
	☐ ANNUAL ☐ FALL ☐ SPRING Annual includes summer parking. Fall allows parking for fall semester only. (Through Dec.) Spring allows parking for spring semester only. (Through May)	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. I authorize a bi-weekly deduction to be taken from my earnings.
This deduction will continue until a Payroll Deduction Authorization form marked "cancel" is received by the Department of Transportation Services.		SIGNATURE OF EMPLOYEE X DATE X

IMPORTANT – PLEASE READ BEFORE SIGNING

All information on this form is accurate, I understand that this information may be verified and if found to be falsified, I will be subject to the payment of a penalty fee. As a condition of receiving a parking permit, I hereby agree to abide bythe DOTS Parking Regulations. All vehicles park at owner's risk. The UNIVERSITY OF MARYLAND is in no way responsible for damage to a vehicle or its contents. I acknowledge responsibility parking permit and any missed payments if I am enrolled in the payroll deduction plan.

If I am currently paying by payroll deduction, I understand that a signed payroll deduction form canceling deduction must be submittedto the Department of Transportation Services to stop deductions from my paycheck. If you currently have payroll deduction and you choose to pay by another method, you must submit a Payroll Deduction.

CANCELATION REQUEST - ALL PARKING FEES ARE NON-REFUNDABLE

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