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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PAYROLL DEDUCTION AUTHORIZATION** | | | | | | | | | | | | | | | | | | | |
| **Personal Information** | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | |  | |  | | | | | | | | |
| Surname | | | | | | | | |  | | First Name | | | | | | | | |
| Employer Name | | | | | | | | |  | | Department | | | | | | | | |
| Employee Number |  | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | |
| **Financial Institution Information** (please attach a cheque marked “VOID”) | | | | | | | | | | | | | | | | | | | |
| Branch number (5 digits): | | **00332** | | | | | | | | | | | | | | | | | |
| Institution number (3 digits): | | **0828** | | | | | | | | | | | | | | | |  | |
| Account number (12 digits max.): | |  | |  | |  |  |  | |  | |  |  |  |  |  |  |  | |
| Attach Void Cheque: | |  | | | | | | | | | | | | | | | |  | |
|  | | | | | | | | | | | | | | | | | | | |
| **Payroll Deduction Plan** | | | | | | | | | | | | | | | | | | | |
| **Select what applies:**  **I authorize**       **to automatically set up a deduction from my pay in the amount of $**  **I authorize**        **to cancel my deduction of $**  **I authorize**       **to increase/decrease my deductions from $**       **to $**  **Starting on** | | | | | | | | | | | | | | | | | | | |
| DD MM YYYY | | |  | |  | | | | | | | | | | | | |  |  |
| Employee Signature | | |  | | Name (please print) | | | | | | | | | | | | |  | Date |
| CU Staff Member | | |  | | E-Mail | | | | | | | | | | | | |  | Telephone Number |