



**Accounts Receivable**

**Authorization for One Time Only Payroll Deduction**

I, \_\_\_\_\_, agree to have \$\_\_\_\_\_ deducted from my payroll, one time only on my next pay date. Please apply the payroll credit to my Accounts Receivable account.

Signature \_\_\_\_\_

Account ID \_\_\_\_\_

Date \_\_\_\_\_

Please return this form to Accounts Receivable by email, fax or in person.

Thank you.