

### DEDUCTIONS:

#### CASH ADVANCE:

I have been advanced \$ \_\_\_\_\_ and will repay this advance by having the entire amount deducted from my next paycheck

#### LOAN:

I have been loaned \$ \_\_\_\_\_ and will repay the loan by having \$ \_\_\_\_\_ deducted from my next \_\_\_\_\_ paychecks

#### FREQUENTLY RECURRING DEDUCTIONS:

Not to exceed \$ \_\_\_\_\_ per paycheck without additional authorization

For \_\_\_\_\_ (Ex: food, tools, supplies, phone, etc.)

#### SUPPLIES OR EQUIPMENT PURCHASE:

\$ \_\_\_\_\_ per paycheck for the next \_\_\_\_\_ paycheck(s)

#### UNIFORM RENTAL AND CLEANING:

\$ \_\_\_\_\_ per \_\_\_\_\_ until this authorization is revoked in writing or until my employment is terminated.

#### OTHER:

I have received \_\_\_\_\_ (item) and will repay \$ \_\_\_\_\_ by having \$ \_\_\_\_\_ deducted from my next \_\_\_\_\_ paycheck(s)

### ACKNOWLEDGEMENT:

- I authorize Helpside to make the deductions described above.
- I further agree and authorize that in the event my employment shall terminate, either voluntarily or involuntarily, prior to the full repayment of the total amount described above, the company may withhold the remaining amount owed from my final pay, except to the extent prohibited by federal or state minimum wage laws.
- If my final paycheck does not fully satisfy the debt that I owe, I acknowledge and understand that I am responsible for all reasonable collection, interest, court fees, attorney fees and any other fees or penalties that would be associated with the collection and settlement of the debt.
- I attest that this authorization is voluntary and has not been made as a condition of my continued employment.

Client Company Name: \_\_\_\_\_

Employee Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Supervisor Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

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