

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 (MISC. ITEMS, FOOD, TOOLS, SUPPLIES, ETC.):

Not to exceed \$ _____ per paycheck without additional authorization

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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