

# Payroll Deduction Form



**THIS FORM IS TO BE COMPLETED BY THE CLIENT**

Client Name/ID: \_\_\_\_\_

I, \_\_\_\_\_ agree to have the deduction in the amount of \$\_\_\_\_\_ to come out of my check for the next \_\_\_\_\_ pay periods to total \$\_\_\_\_\_ .

In the event that I leave my job and still owe, I agree to pay back my employer the remaining balance directly. \_\_\_\_\_  
*(initial here)*

**Please Put a Check Next to the Box in Which the Deduction Applies:**

Delivery Fee Deduction

Advance/Loan Deduction

Tools Deduction

Misc. Deduction:

Uniform Deduction

Employer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_