

**City of Lawrence
Parking Deduction Form**

Authorization Agreement

******The City of Lawrence now offers employees to utilize the payroll deduction option for paying parking fees ******

I hereby elect to pay my parking fees through payroll deductions.
Deductions are taken Monthly with the 1st pay date of the month.

***** PARKING DEDUCTION - TAX EXEMPT *****

(Parking is a pre-taxed deduction; it is exempt from Social Security, Medicare, Federal and State taxes.)

Employee Full Name:

Employee ID: Location:

Employee Approval

Employee Signature: Date

FOR PAYROLL USE ONLY

Monthly Deduction: \$25.00 will be taken on the 1st payroll of each month

Deduction Start Date:

Deduction Code: 8117

Org:Obj: 25:4489

Payroll Representative to process request (print):

Payroll Representative Signature: Date

Notes: