Southern Illinois University Carbondale
Department of Public Safety – Parking Division
1175 South Washington Street, MC 6723
Carbondale, IL 62901
Business Hours: Monday - Friday 7:30 a.m. to 4:30 p.m.
Phone: (618) 453-5369
FAX: (618) 453-4567
parking.siu.edu

SIU Carbondale Faculty and Staff Payroll Deduction Authorization Form
PARKING DECAL(s)

For the 2018-2019 (July1, 2018 – August 31, 2019) academic year, SIU Carbondale Parking Division is pleased to offer to eligible employees* the opportunity to purchase their parking privileges by payroll deduction during the sign-up period through close of business July 1, 2018. Payroll deductions will be:

Eligible staff choosing the payroll deduction payment option need to complete the Payroll Deduction Authorization Form at http://parking.siu.edu/payroll. Payroll deductions for decal(s) will be taken beginning in August 2018. (Employees on biweekly payroll will have 8 deductions, semimonthly payroll will have 8 deductions, and monthly payroll will have 4 deductions)

Payroll deductions may **ONLY** be made for the individual faculty or staff employee of SIU Carbondale. **Deductions may not be made for one's affiliated spouse or dependent(s),** as each employee is required to complete his/her own individual form if eligible to participate. Current decals (2017/2018) expire August 31, 2018.

* Undergraduate and graduate students, extra-help employees, RTA's and graduate assistants, adjuncts, and part-time employees with under 50% appointments are not eligible for this payroll deduction.

_____
Original Signature (digital or facsimile signature not acceptable) Date

Employee Information *(please print or type)*

NAME _____
Last *First* *MI*

Employee AIS#: _____

PAYROLL TYPE: [ ] Paid Monthly (4 deductions) [ ] Paid Semi-monthly (8 deductions)
[ ] Paid Bi-weekly (8 deductions)

DECAL LEVEL: [ ] Premium Blue ($275.00) [ ] High Blue ($220.00) [ ] Medium Blue ($195.00)

[ ] Low Blue ($145.00)

NUMBER OF ADDITIONAL DECALS PURCHASED ($15.00 each): _____

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(PARKING OFFICE USE ONLY)

TOTAL DEDUCTION AMOUNT $_____ to be split over 4 or 8 pay periods, as applicable.

INTERNAL REVOCATION: _____ please stop payroll deduction upon receipt of this form.

Parking Division Approval Stamp Parking Division Authorization _____
(Initial/Date)

This form replaces all previous Employee Parking Division Payroll Deduction Authorization forms. Revised May 16, 2018.