

**SMITH COLLEGE
EMPLOYEE PAYROLL DEDUCTION AUTHORIZATION FORM**

Check one: **Begin Deduction** ()
 Cancel Deduction ()

If you wish to arrange for an automatic payroll deduction to cover all your Smith College charges, you must complete this form and return it to the Controller's Office in College Hall 204. To confirm your understanding of the purpose of this form and to authorize the deduction, *sign and date below*:

- **I authorize a payroll deduction to cover all my Smith College charges.**

- I understand the deduction will commence following the date I have signed this form. I further understand that this authorization will apply for as long as I am being billed by Smith College.

Smith College Identification Number: _____

Print Name: _____

Signature: _____ Date: _____