UNIVERSITY OF WISCONSIN - PLATTEVILLE
EMPLOYEE PARKING PRE-TAX PAYROLL DEDUCTION

This form must be completed and turned in to the University Police when applying for your parking permit.

PLEASE PRINT

Name _____
First MI Last

University Department: _____

Building/Office:_____Phone: 342-_____

In order to be eligible for the **pre-tax** payroll deduction:

*must be a University of Wisconsin - Platteville staff or faculty member
*must purchase parking permits for the full year
*request must be **submitted by 4:00PM, Friday, September 4, 2009.**

Payments made through the pre-tax payroll deduction are not refundable for any reason.

EMPLOYEES PAID MONTHLY: The **pre-tax** payroll deduction of **$27.00** for each permit purchased will begin in October, and will be deducted for **5** consecutive pay periods.

EMPLOYEES PAID BIWEEKLY: The **pre-tax** payroll deduction of **$13.50** for each parking permit purchased will begin the first pay period in October, and will be deducted for **10** consecutive pay periods.

Deductible amount will change if purchasing a moped/motorcycle permit.

If for any reason you decide to stop your **pre-tax** payroll deduction during the parking permit year, the parking permit shall be returned to the University Police. A cancellation form will be completed and forwarded to the Payroll Office by the University Police. ***Any payments received between the time the permit was issued and returned will not be refunded.***

Number of car/truck permits purchased_____ x $135.00 = $_____

Number of moped/motorcycle permits purchased _____ x $50 = $_____

Total amount deducted = $_____

_____ _____
Signature **Date**

Your signature implies that you have read and agree to the terms of the parking pre-tax payroll deduction.

****

Office Use Only

Received by: Mail In person Date:_____

04-29-09