

DEDUCTIONS:

- CASH ADVANCE:** I have been advanced \$ _____ and will repay this advance by having the entire amount deducted from my next paycheck.
- LOAN:** I have been loaned \$ _____ and will repay the loan by having \$ _____ deducted from my next _____ paychecks
- FREQUENTLY RECURRING DEDUCTIONS:** Not to exceed \$ _____ per paycheck without additional authorization for _____ (Ex: food, tools, supplies, phone, etc.)
- SUPPLIES OR EQUIPMENT PURCHASE:** \$ _____ per paycheck for the next _____ paycheck(s)
- UNIFORM RENTAL AND CLEANING:** \$ _____ per _____ until this authorization is revoked in writing or until my employment is terminated.
- OTHER:** I have _____ (item) and will repay \$ _____ by having \$ _____ deducted from my next _____ paycheck(s)

ACKNOWLEDGEMENT:

- I authorize Helpside to make the deductions described above.
- If any paycheck does not fully satisfy the per-paycheck deduction agreed to above, I authorize Helpside to collect the unpaid amount on my next paycheck, in addition to the per-paycheck deduction agreed to above
- I further agree and authorize that in the event my employment shall terminate, either voluntarily or involuntarily, prior to the full repayment of the total amount described above, the company may withhold the remaining amount owed from my final pay, except to the extent prohibited by federal or state minimum wage laws.
- If my final paycheck does not fully satisfy the debt that I owe, I acknowledge and understand that I am responsible for all reasonable collection, interest, court fees, attorney fees and any other fees or penalties that would be associated with the collection and settlement of the debt.

Client Company Name: _____

Employee Name (printed): _____

Date: _____

Employee Signature: _____

Supervisor Name (printed): _____

Date: _____

Supervisor Signature: _____

Document History:	Document Type: Compensation	Implementation Date: 01/01/2018	Version: 2.1	Last Revised: 09/08/2022	Page Number: 1
-------------------	--------------------------------	------------------------------------	-----------------	-----------------------------	-------------------