

Tarleton State University
Payroll Deduction Authorization Form
For Campus Recreation Center Membership

Employee Information – Please print or type.

Employee Name	Universal Identification Number (UIN)
Department Name / Phone Number	Email Address

Membership Options

- Membership for Self only.
- Membership for Self and Spouse*, Name of Spouse _____
- 5-month membership (August-December) **\$25.00 per month Individual / \$50.00 per month Couple**
- 5-month membership (January-May) **\$25.00 per month Individual / \$50.00 per month Couple**
- 7-month membership (January-July) **\$37.50 per month Individual / \$75.00 per month Couple**
- 10-month membership (August-May) **\$22.22 per month Individual / \$44.44 per month Couple**
- 12-month membership (August-July) **\$27.77 per month Individual / \$55.54 per month Couple**
- 12-month membership (January-December) **\$27.77 per month Individual / \$55.54 per month Couple**

The fee for the summer has been included in the 12-month membership but will be deducted over the same 9 month period. The 7-month and 5-month membership will both be deducted over a 4-month period.

Employee Authorization for Payroll Deduction – Please read and sign.

<p>I voluntarily authorize the monthly deduction from my after-tax wages for a Recreation Sports Center membership as indicated above. I understand that this authorization automatically expires with the May pay date of each fiscal year. No refunds or pro-rating will be given for any reason. If a faculty/staff member registers for Tarleton classes and pays the recreation sports center fee through tuition fees after the payroll deduction has started, no refund will be issued. I agree to comply with the policies and procedures set forth by the Recreational Sports Department and The Texas A&M University System.</p>	
_____ <i>Employee Signature</i>	_____ <i>Date</i>

Privacy Notice: State law requires that you be informed of the following: (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive and review that information; and (3) you are entitled to have the information corrected at no charge to you.

***Definition of Spouse:** Having a valid marriage license that complies with the requirements of Chapter 2, Subchapter A of the Texas Family Code, or being common-law as defined in Section 2.401 of the Texas Family Code.

Memberships: Faculty/Staff or Spouse \$100 for Fall or Spring Semester / \$50 for Summer Semester

For additional information on membership services please go to our website at www.tarleton.edu/~recsports

For PR Office Use Only		
Date Posted _____	Effective (Pay Date) _____	Initials _____
Recreation Sports Approval		
Date Received _____	Initials _____	