

**VIRGINIA STATE UNIVERSITY
PRE-TAX PARKING FEE PROGRAM**

PAYROLL DEDUCTION AGREEMENT

I hereby authorize Virginia State University to deduct from my pay, the appropriate charge for parking for the *Academic Year 2002-03*. The parking fees are deducted from gross income before federal, state, and FICA taxes are computed; therefore you save money by paying lesser taxes. I understand that this fee will be deducted in four installments. The semi-monthly payroll deduction will be \$22.50 for one car, \$25.00 for two cars, and \$27.50 for three cars. The semi-monthly payroll deduction for executive reserved decals will be \$30.00 for one car, \$32.50 for two cars and \$35.00 for three cars. VSU employees must renew participation in the pre-tax parking fee program each year.

TO BE COMPLETED BY EMPLOYEE

PRINTED NAME:			
SSN:			
DEPARTMENT:			
SIGNATURE:			
DATE:			
<input type="checkbox"/> FACULTY STAFF @ \$90.00	<input type="checkbox"/> ADDITIONAL CAR @ \$10.00	TOTAL FEE \$	
<input type="checkbox"/> EXECUTIVE STAFF @ \$120.00	<input type="checkbox"/> ADDITIONAL CAR @ \$ 1 0.00	TOTAL FEE \$	

PAYROLL OFFICE USE ONLY

DATE RECEIVED:	
PAYROLL SIGNATURE:	
PAY DATE DEDUCTION STARTS:	

Please forward completed form(s) to include decal application and a copy of your current vehicle registration to:

Cashier's Office
P. O. Box 9125
Petersburg, VA 23803