

# Maine School Administrative District No. 75

## Payroll Withholding Agreement to support purchase of Computer Hardware

Please read and sign the statement of authorization below, and present it along with an itemized sales order to Mike Baker at the District Office no later than August 25, 2006.

### **Withholding Agreement**

I hereby authorize MSAD#75 to deduct from my salary an amount equal to the purchase price of computer hardware purchased under guidelines set forth by MSAD#75. I understand these deductions will be made evenly over twenty (20) pay periods beginning September 29, 2006 and ending on June 22, 2007.

If employment is terminated prior to completion of payroll withholding, amounts still owed shall be deducted from final pay due. If amounts are still owed following the final deduction, I agree to immediately reimburse MSAD#75 for the balance due.

I have read and agree to abide by the terms of the above Withholding Agreement.

Name \_\_\_\_\_ Date \_\_\_\_\_

Hardware Purchased \_\_\_\_\_

Total Price \_\_\_\_\_

\_\_\_\_\_ Will pick up check at District Office      \_\_\_\_\_ Please mail to me

-----  
-----  
For Office Use Only

Approved \_\_\_\_\_

Date \_\_\_\_\_