



## WAGE DEDUCTION AUTHORIZATION AGREEMENT

I understand and agree that my employer, the City of Stephenville, may deduct from my wages. Reasons might include, but are not limited to the following:

1. Any contributions I made into a retirement or pension plan sponsored, controlled, or managed by the City;
2. The balance of per diem advances from the City, at the time employment ends;
3. Overpayment of wages for any reason;
4. The cost of personal long-distance calls or faxes made on City accounts;
5. The cost to repair or replace City supplies, materials, equipment, uniforms, money, or other property that I may damage (other than normal wear and tear), lose, failure to return, or taken without the appropriate authorization during my employment;
6. The monetary value of any vacation, sick, or holiday leave taken in advance of the date that is earned, should a negative balance remain;
7. Payment of unauthorized purchases or failure to provide necessary documentation for a charge using the City Procurement Card.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Department/Witness

\_\_\_\_\_  
Date