

**COUNTY OF SANTA CRUZ
VOLUNTARY DEDUCTIONS AUTHORIZATION FORM**

Index	Employee #	Employee Name	Work Phone

Effective PP ASAP Dept Name _____

A = Add	<u>Action:</u>
C = Change	A
D = Delete	

- 4600 - Deferred Compensation – Fixed \$
- 4600P – Deferred Comp - % method
- 6000 - U S Savings Bond
- 6100 - Bond Fee
- 6200 - Cultural Council
- 6300 - Mgt. Assn. Dues**
- 6312 – Physicians Assoc - % Dues
- 6313 – Physicians Assoc - % Serv fee
- 6600 - Community Credit Union
- 6700 – Supplemental SEIU Ins
- 7000 - Parking Fees
- 7001 - Parking fee car pool
- 7002 - Parking fee - Watsonville
- 7020 – Van Pool Fees
- 7021 - DPW van pool fees
- 7400 - OP Eng Dues
- 7500 - Prof Org Dues (Probation)
- 7600 – SC CO EMPL CU - Use their form
- 8300 - United Way
- 8600 - Bay Federal Credit Union
- 8900 - Earth Share
- 9000 - Health Appeal
- 9200 - Cope (SEIU)

CODE	AMOUNT

Instructions:

This form can be used to input either deductions that require an authorizing representative signature or a deduction that require only an employee signature.

Deductions requiring only employee signature:

Form should be filled out by your department payroll clerk
Sign and date the form.
Forward form to Auditor-Controller’s Payroll Section

Deductions requiring authorizing representative signature:

The following deductions require a signature of both the employee and the authorizing entity’s representative:

- SC County Employee CU- use their form
- Deferred Compensation- CAO - Mary Tucker
- Parking Fees - General Services
- Van Pool Fees – General Services
- Santa Cruz Community Credit Union
- SEIU - Insurances

Form should be filled out by authorizing representative
Sign and date form.
Forward form to Auditor-Controller’s Payroll Section.

I hereby authorize the Auditor - Controller to take the above deduction(s) from my payroll checks.

Authorized Rep. Signature

Employee Signature

Date