

**Payroll Allotment Authorization For Remittance to Telcoe Federal Credit Union**  
**P.O. Box 34200 Little Rock, AR 72203-4200**

Company Name \_\_\_\_\_ Payroll Group # \_\_\_\_\_

**Last Name                                      First Name                                      Initial                                      Social Security #**

I hereby authorize payroll to allot from my pay or benefits and remit same to Telcoe Federal Credit Union. The Company, its Officers and Employees assume no responsibility, legal, financial or otherwise, except that of making the deductions authorized by the employee and remitting the amounts deducted to Telcoe Federal Credit Union. Deductions authorized must be a minimum of \$1.00

Date \_\_\_\_\_ Signature of Employee \_\_\_\_\_  
 Processed by Company Payroll Office

Date \_\_\_\_\_ By \_\_\_\_\_  
 Acceptance by Telcoe FCU

Date \_\_\_\_\_ By \_\_\_\_\_

Check (  ) One:

New	Change	Cancel

Account # \_\_\_\_\_  
 Transit Routing No. 282075523

Amount Per  
 Pay Period \$ \_\_\_\_\_

Date of First  
 Allotment \_\_\_\_\_

Name \_\_\_\_\_

SSN# \_\_\_\_\_

Account # \_\_\_\_\_

Payroll Gp # \_\_\_\_\_

Savings \$ \_\_\_\_\_

Checking \$ \_\_\_\_\_

Christmas Club \$ \_\_\_\_\_

Vacation Club \$ \_\_\_\_\_

Loan \$ \_\_\_\_\_

Loan \$ \_\_\_\_\_

Loan \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

(For Telcoe FCU only)  
 Processed by/Date \_\_\_\_\_

### **General Conditions**

1. This deduction may be cancelled by completing the front of the card, checking the "Cancel" box, signing and dating.
2. This authorization will be automatically cancelled if: (1) Death of Employee; (2) Termination of service; (3) Granted continuous leave of absence in excess of one month; (4) Employee is transferred to an Area served by a different payroll office.
3. This authorization will remain in effect until: (1) Revoked by Employee completing and forwarding a cancellation card to the payroll office or (2) revoked by written notice by the Company to the Employee.
4. No allotment will be made when; (1) There is insufficient pay or (2) Pay due by law, does not equal the amount of the deduction.
5. An Employee may have only one allotment to Telcoe Federal Credit Union.