

**University Parking Permit  
Payroll Deduction Authorization  
Sul Ross State University  
Alpine, TX 79832**

I authorize a monthly payroll deduction as indicated below for an annual University Parking Permit:

**SRSU Employee University Parking Permit**

**Vehicle Hang Tag:**

\_\_\_\_\_ 12 (twelve) month salary (\$3.33/month)

\_\_\_\_\_ 9 (nine) month salary (\$4.44/month)

List Vehicle(s) make model & license plate number: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand that this deduction will begin with the current payroll cycle and will continue until the end of the current fiscal year. The enrollment will automatically carry over into the next fiscal year unless cancelled in writing during August in any future year. I agree to future parking fee increases unless I cancel my enrollment in writing in August. Deductions may not be canceled until the end of the fiscal year for any reason other than separation from employment at which time parking privileges will cease. Fees are not transferable or refundable.

\_\_\_\_\_ Enroll in Parking Permit Payroll Deduction Effective (date) \_\_\_\_\_

\_\_\_\_\_ Cancel Parking Permit Payroll Deduction Effective September 1, \_\_\_\_\_

Please state how you would like to receive your vehicle hang tag:

I would like to pick up my Vehicle Hang Tag at the UDPS Office

Please send my Vehicle Hang Tag via Campus Mail to: \_\_\_\_\_

Employee Name Printed \_\_\_\_\_ "A" # \_\_\_\_\_

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

Completed form must be returned to the Human Resources Office in BAB 110 or Box C-13 for payroll processing.

Human Resources \_\_\_\_\_ Date \_\_\_\_\_

UDPS Personnel \_\_\_\_\_ Date \_\_\_\_\_