



And Employee Meal Plan

### Payroll Deduction Authorization

Return Completed Form to Hospitality Services - University Commons Room 100

This form is used to initiate payroll deductions to fund your Pioneer Express Card. If you would prefer to open the account by paying with a credit card or want further information about the Pioneer Express Card program please go to the [Pioneer Express web page](#). You can also receive further information about the Pioneer Express Card by calling the Hospitality Services at extension 2672.

- New Deduction**
- Change Deduction**
- Terminate Deduction**

Employee's Name: \_\_\_\_\_

Employee's Banner ID: \_\_\_\_\_

**Deduction Amount:**

- One Time Deduction of \$ \_\_\_\_\_**
- Bi-Weekly Deduction of \$ \_\_\_\_\_**
- Enroll me in the Employee Meal plan (select one below)**
  - 12- Month Employee - \$10 bi-weekly for 26 pay periods for \$300 meal plan**
  - 10- Month Employee - \$12 bi-weekly for 22 pay periods for \$300 meal plan.**

I hereby authorize William Paterson University to make the above deductions for my paycheck(s). I understand that the Pioneer Express Card is not an ATM card and I may not withdraw the cash from my account.

\_\_\_\_\_

**Employee's Signature** **Date**

**Hospitality Services and Payroll and Employee Benefits Use Only**

Employees Pioneer Express Card credited for \$ \_\_\_\_\_ on \_\_\_\_\_ by \_\_\_\_\_

Payroll Deductions Started PP \_\_\_\_\_ by \_\_\_\_\_  Verified