

ROAD AND BRIDGE
PAYROLL DEDUCTION AUTHORIZATION FORM
FOR PURCHASE OF WORK PANTS/JEANS

Employee Name: _____

Department: _____

Effective Date: _____

Item Ordered: _____ Price: _____

TOTAL: _____

Price for jeans or Dickies work pants applies to size and style and is selected by the employee. Current price is subject to change per G&K.

I authorize AUSTIN COUNTY, a political subdivision of the State of Texas, to deduct from my paycheck the balance owed for my purchase of the above items from the appropriate apparel vendor.

I understand that the cost of the above items will be deducted from my paycheck. I also understand that I will be responsible for all associated costs. I further understand that it is my responsibility to pay for all costs associated with returning any items.

If I terminate my position prior to the purchase being paid in full, I authorize AUSTIN COUNTY to deduct the unpaid balance from my final paycheck. In the event that my final paycheck does not fully satisfy the debt that I owe, I agree to pay any and all reasonable collection, interest, and attorney's fees that would be associated with the collection and settlement of the debt.

THE WORK PANTS/JEANS PURCHASE PROGRAM IS A VOLUNTARY PROGRAM AND IS NOT A CONDITION OF EMPLOYMENT WITH AUSTIN COUNTY.

Employee Signature

Date

I do not wish to participate in this program. I wish to purchase and provide my own work pants/jeans and understand all items must comply with my employer's dress code.

Employee Signature

Date

Order #17-381. On December 11, 2017 Commissioners Court made a Motion to Approve the Uniform Payroll Deduction Authorization Form.