LEECH LAKE BAND OF OJIBWE

ACCOUNTING DEPARTMENT

EMPLOYEE DEDUCTION REQUEST

I,_____ request that the following deduction be taken out of my check.

(_) Start (_) Stopped (_) Change (_) Continued

The deduction will be going to (list business): _____

Amount deducted from each check: $_____

Maximum amount to be deducted (total):$_____

_____
Employee Signature Date

_____
Payroll ID or Social Security Number

_____
Payroll Clerk Date

NOTE: The Payroll Department is not responsible for restarting deductions.