

# The **co-operative** credit union

## Authority to Amend Payroll Deduction

Name: \_\_\_\_\_ Membership Number: \_\_\_\_\_  
Employer: \_\_\_\_\_ Department: \_\_\_\_\_  
Level/Building: \_\_\_\_\_ Payroll Number: \_\_\_\_\_  
Contact Number at Work: \_\_\_\_\_

I authorise a revised payroll deduction of: £ \_\_\_\_\_ Per 4 week \_\_\_\_\_

The revised amount to be divided as follows:-

Share Account: £ \_\_\_\_\_

2<sup>nd</sup> Share Account: £ \_\_\_\_\_

Loan Account: £ \_\_\_\_\_

Lottery: £ \_\_\_\_\_

Commencement Date: \_\_\_\_\_

**This instruction supersedes all previous authorities.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### For Office Use Only:

Entered on Payroll Report by: \_\_\_\_\_ Loan Refinance: Yes/No (see separate checklist) \_\_\_\_\_

CUBIS; Updated on Batches by: \_\_\_\_\_ CUBIS; Updated on Notes by: \_\_\_\_\_

Updated on Member Record by: \_\_\_\_\_ Updated on Admin Report by: \_\_\_\_\_

Date: \_\_\_\_\_ Member informed: YES / NO \_\_\_\_\_