



HOWLAND
LOCAL SCHOOLS



Payroll Deduction Authorization

Howland Local Schools has entered into an agreement with Fizek Fitness to coordinate club memberships for staff members through payroll deduction.

Name: _____
(print)

I hereby authorize Howland Local Schools to deduct \$10 from each of my paychecks to cover my monthly membership fees (26 pays per year.) I understand that Howland Local Schools will continue to deduct my membership fees, whether or not I actually use the fitness center facility. I also understand that the participating fitness centers may periodically change their monthly fees, and I will be notified if this occurs.

I understand that to stop my payroll deduction and terminate my membership, I must notify the Howland Local Schools Payroll Department, in writing, not later than September 25th or March 25th in order to cancel the membership at the end of that month. This is a bi-annual opt-out option.

I also understand that if I take an unpaid leave of absence, or do not have adequate earnings in a pay period to cover my payroll deduction, my payroll deduction membership will terminate. To re-enroll, I will need to complete a new payroll deduction authorization form.

X _____
Employee Signature Date

Return completed form to:
Alyssa Goist, Fizek Fitness

Or email to: Alyssa.Goist@Fizek.net