



# PAYROLL WITHHOLDING REQUEST



TO: PAYROLL DEPARTMENT

FROM: NAME \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_

SUBJECT: GENERAL DEDUCTIONS - (NOT TO BE USED FOR DIRECT DEPOSITS)

I, \_\_\_\_\_, as an employee of the Saginaw Chippewa Indian Tribe hereby request that the Payroll Department withhold \$ \_\_\_\_\_ per week from my paycheck for the purpose of \_\_\_\_\_, for a total of \_\_\_\_\_.

Please forward payments to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Case/Reference # \_\_\_\_\_

\_\_\_\_\_  
EMPLOYEE SIGNATURE

\_\_\_\_\_  
DATE

Payroll Department Use Only

Input by \_\_\_\_\_

Date \_\_\_\_\_