



PAYCLERK DEDUCTION REQUEST

Dear Pay Clerk: Please Action This Request Asap.

<input checked="" type="checkbox"/>	This is a new deduction request, or
<input type="checkbox"/>	As from ____/____/____ (first payment date, this authority replaces existing deductions for \$_____ in favour of the same payee

Name Of Employee:

Department:

Payer Details

Details to appear on my Pay Slips

R E A L F I N A N C E L I M I T E D - C A N T E R B U R Y

Frequency and Amount

First payment date	Last Payment Date	OR	Until further notice (tick)
			<input checked="" type="checkbox"/>
Frequency: <input type="checkbox"/> Weekly	<input type="checkbox"/> Fortnightly	<input type="checkbox"/> Four Weekly	<input type="checkbox"/> Monthly
Or Specify other period			
Fixed amount	Amount in words		
Complete if applicable (one option only):			
Variable Amount <input type="checkbox"/> First	<input type="checkbox"/> Last		

Payee Details

Pay to the credit of: Name of Bank **BNZ Bank – Wellington**

Name of Account **Real Finance Limited**

Bank/Branch/Account Number/Suffix **0 2 0 5 0 0 0 9 4 3 7 4 2 0 0 0**

Details to appear on Real Finance Limited's bank statement Particulars (max 12 characters)

Code (max 12 characters)

Reference (max 12 characters)

Particulars (max 12 characters)	Code (max 12 characters)	Reference (max 12 characters)

Authorisation

- Please make this deduction as detailed by debiting my wages/salary.
- I understand and accept that it is my responsibility to inform you of my intention to halt this authority at least 14 days prior to my next pay.

Name of Employee (client to complete)

Employee's Signature Contact ph Date/...../.....

tel: (03) 355 2891
fax: (03) 355 2749
freephone: 0800 21 21 21

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