University of North Texas Health Science Center
Founders' Activity Center (FAC)

PAYROLL DEDUCTION FORM

CODE: RECHSC

In April 2003, the Health Promotion Committee voted to initiate a Fee for Service for the University of North Texas Health Science Center's Founders' Activity Center. This fee will apply to all UNTHSC Faculty and Staff that use the activity center.

The fee is $10.00 a month for employees of UNTHSC.

(Please Print)

Employee Name: _____

Employee ID#:

Monthly Fee: _____

There will be no refunds given for FAC membership fees under any circumstances.

****All forms received on or before the 16th will be processed during the current month.****
****All forms received on the 17th or after will be processed during the following month.****
****This will hold true for the start and end date for all new memberships and terminations of existing memberships.****
****All forms are processed within 24 hours, on weekdays, by the Office of Health Promotion****

By signing, you agree to and **ACCEPT** the above fee and agree to have this amount deducted from your monthly paycheck. Furthermore, you acknowledge that this is a **minimum 3 month** commitment that will automatically renew at the end of your 3 month time frame unless terminated by you.

Employee Signature: _____ **Date:** _____

3 Month Begin Date: _____ **3 Month End Date:** _____ **Staff Initials:** _____

By signing below, you agree to **TERMINATE** the automatic deduction of the Founders' Activity Center fee from your paycheck. Furthermore, you agree not to use Founders' Activity Center after deductions have terminated.

Employee Signature: _____ **Date:** _____

Office Use ONLY

To be reviewed and signed by Fitness Center Manager before being sent to Payroll Department

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Megan St. Vigne, Fitness Center Manager