AUTHORIZATION FOR VOLUNTARY PAYROLL DEDUCTION
FOR EMPLOYEE ORGANIZATION DUES

The payment and deduction of union dues is voluntary. Employees may opt-in or opt-out at any time by providing reasonable notice to the Kewaunee County Administrator's Office. Complete this form and return it to the Kewaunee County Administrator's Office in order to start or cease union dues deductions. The Kewaunee County Administrator's Office must receive this form by 9:00 AM on the Friday preceding payday to make a payroll deduction change.

Print Name: _____
(Last) (First) (Middle Initial)

Address: _____
(Street) (City, State) (Zip)

Telephone: _____
(Work) (Home) (Cell)

Department: _____

OPT-IN

I hereby request and authorize Kewaunee County to deduct $_____ as union dues from my earnings per month and remit the same to:

_____
(Local Union Name and Number)

OPT-OUT

I hereby request and authorize Kewaunee County to cease deducting union dues from my earnings.

I agree this authorization shall continue in full force and effect until the 31st day of December and thereafter for successive one-year terms. I further agree I may request to cease deducting union dues at anytime provided the Kewaunee County Administrator's Office receives timely written notice as described above.

Dated: _____ Signature: _____