

**The University of Texas at Tyler**  
**AUTHORIZATION TO DEDUCT PARKING PERMIT FEE FROM PAYROLL CHECK**

Name: UTEID

Department:

I do hereby authorize the Payroll Office at the University of Texas at Tyler, to deduct the annual Parking Permit fee from my paycheck as calculated below:

Full Year – September 1 through August 31	\$30.00
Partial Year – January through August 31	20.00
Partial Year – June through August 31	10.00
Partial Year – July through August 31	6.00

The amount noted above will be deducted on the paycheck received on the first of the month following receipt of the authorization form in the payroll office. The full year parking permit will not be deducted prior to October 1.

**Please complete this form and take it with you to Campus Police to obtain your parking permit.**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_