UNC Pembroke

Faculty & Staff Meal Plan Option

Payroll Deduction Authorization Form

Name: _____ **Banner ID #:** _____

UNCP Phone#:_____ **Email Address:** _____

The Meal Plans and payment schedules below are available to full time permanent employees. (Adjuncts and temporary hourly employees may purchase the Faculty and Staff Meal Plans below by making a credit card payment-in-full in the Braves Card Office or the Bursar's Office).

	One–time Deduction	**or**	**Payment Plan***
25 Meal Plan ($200.00 value…$4.64/meal)	☐ $116.00		☐ 2 mos. @ $58.00
50 Meal Plan ($400.00 value…$4.40/meal)	☐ $220.00		☐ 4 mos. @ $55.00
75 Meal Plan ($600.00 value…$4.15/meal)	☐ $311.00		☐ 6 mos. @ $51.83

***If applicable, unpaid obligated payments will be deducted from employee's final paycheck.**

General Information

- *Meal plan will expire when employee relationship ends with the university and is non-refundable.*
- All costs include applicable sales tax.
- Dependent upon the specific monthly payroll schedule, requests that are made by the 10th of any month will appear on the upcoming paycheck. Meals will be available for use on the 1st of the following month. *Example: A form submitted by June 10th will have funds withheld on the June 30th payroll and meals with be available beginning July 1st.*

I hereby authorize UNCP's payroll office to deduct the above indicated amount from my paycheck for the timeframe indicated for the selected Meal Plan.

Signature: _____**Date:** _____

Please return completed form to the Card Office, Auxiliary Services Building, Suite 4 or email to: bravescard.id@uncp.edu