

## Payroll Deduction Authority

### Employer Details

To (Payroll Manager Name)	<input type="text"/>		
Employer Address	<input type="text"/>		
	<input type="text"/>		
Town/City	<input type="text"/>	Post Code	<input type="text"/>

### Employee Instruction

Please deduct the sum of  £  (Amount in words)

each month from my pay, beginning from the first possible pay date after you receive this authority, and pay it to the City of Plymouth Credit Union Limited using the details below until I instruct you otherwise in writing. I also authorise you to advise City of Plymouth Credit Union Limited if you receive notice of my leaving your employment.

Signature	<input type="text"/>	Date	<input type="text"/>
Full Name	<input type="text"/>		
Payroll Number	<input type="text"/>	Department	<input type="text"/>

### City of Plymouth Credit Union Limited Details – Office Use Only

Bank	<input type="text" value="The Co-operative Bank plc"/>		
Address	<input type="text" value="PO Box 25"/>		
Town/City	<input type="text" value="Skelmersdale"/>	Post Code	<input type="text" value="WN8 6WT"/>
Address	<input type="text" value="PO Box 25"/>		
Sort Code	<input type="text" value="08-92-50"/>	Account No	<input type="text" value="67004366"/>
		Payment Reference*	<input type="text"/>

\* To be inserted by City of Plymouth Credit Union