

AUTHORISATION FORM FOR DEDUCTION FROM SALARY

**BIKE TO WORK SCHEME**

I authorise the Finance Department to deduct \_\_\_\_\_\_\_\_\_ per month/week as payment for the purchase of a Bicycle on my behalf under the “Bike to Work Scheme” commencing in / / until / / inclusive

If my employment with the TU should cease prior to full payment being made, I authorise the deduction of the balance from my final salary or alternatively I will reimburse the TU in full prior to my termination date.

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employee ID: \_\_\_\_\_\_\_\_\_\_\_\_

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