Employee Uniform Payroll Request (taxable)

Name: ___________________________________________

Banner ID: _______________________________________

Effective Date: __________________________________

Amount: _________________________________________

I have read and understand the Uniform Procedure and know that my uniform (work clothes) is taxable and deductions for taxes will be withheld from my payroll check.

Employee Signature ________________________________

Date:  ____________________________________________

Employee Uniform Exception Request (Non-taxable)

Name: ___________________________________________

Banner ID: _______________________________________

Effective Date: __________________________________

I have read and understand the Uniform Procedure and know that my uniform (work clothes) is not taxable; therefore, there will be no deduction from my payroll check.

Employee Signature ________________________________

Date:  ____________________________________________

Payroll Use Only

<table>
<thead>
<tr>
<th>Amount Withheld</th>
<th>Fund #</th>
<th>Acct Code</th>
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June 9, 2010