

**Sheila S. Jackson**  
Superintendent

## Grant Parish School Board

P.O. Box 208  
COLFAX, LOUISIANA  
71417-0208  
Ph# (318) 627-3274  
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### PAYROLL DEDUCTION AUTHORIZATION FORM

I wish to add / delete the following payroll deduction(s):

(Add/Delete) Deduction Name: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

(Add/Delete) Deduction Name: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

(Add/Delete) Deduction Name: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

(Add/Delete) Deduction Name: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Please make this effective on the payroll month of \_\_\_\_\_.

Employee Name: (Please Print) \_\_\_\_\_

Employee ID #: \_\_\_\_\_ Location/School: \_\_\_\_\_

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

Comments: \_\_\_\_\_

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Please return form to:  
Attn: Business Department  
Grant Parish School Board  
PO Box 208  
Colfax, LA 71417

\* Note: If a deduction is tax sheltered, it can **not** be dropped until the next enrollment date unless there is an IRS Section 125 qualifying event.