



**Carleton University**

**Department of Recreation & Athletics**

The Department of Recreation & Athletics at Carleton University is pleased to offer a payroll deduction service to Continuing Fulltime Staff and Faculty who wish to pay for a perpetual CU Fit Pass through salary deductions. Please complete the following information:

**Pilates Payroll Deduction  
Authorization Form**

**Employee Information**

Must be a Continuing Employee to be eligible for Payroll Deduction Plan

Name	Banner ID	Email
Address	City	Province
Home Phone Number	Work Phone Number/Extension	Postal Code

**Program Information**

Pilates Membership

Program Name	
Emergency Contact #1 & Relationship	Phone Number
Emergency Contact #2 & Relationship	Phone Number

**Transaction Office Use Only**

**Funds Transfer Payroll Deduction:** Transfer from your salary to pay for your CU Athletics service.

Payroll Deduction Amount	Monthly Amount	Start Date	End Date
\$55.00	\$110.00		

**Client Authorization**

I/We hereby authorize Carleton University - Department of Athletics to process the Payroll Deductions as indicated above. Refunds will be processed through the Department of Athletics in accordance with the refund policy detailed at <https://athletics.carleton.ca/memberships>

X	
Client Signature	Date (mm/dd/yyyy)