



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER™

TTUHSC Odessa Campus Parking Payroll Deduction Authorization Terms and Conditions

I understand that:

- Vehicle registration payroll deduction can be made from Texas Tech payroll checks only
- The annual vehicle registration fees are subject to change and I hereby authorize my payroll deduction to be changed for the duration of my employment at TTUHSC or until I take action to terminate payroll deduction.
- I must remit to the Parking Services Office payment in full for any months not covered by payroll deduction.
- If I chose to cancel the payroll deduction, I must notify the TTUHSC Parking Office in person and understand that the cancellation will be effective for the payrolls processed after the first of the month following the receipt of the cancellation notice in the Parking Office.
- My vehicle registration permit can be revoked and the TTUHSC Parking Office can terminate the payroll deduction in the event of unpaid parking tickets or failure to pay the required amounts due for the permit.
- Upon separation of employment from TTUHSC, I must remove and surrender the vehicle registration permit decal to the Parking Office. Upon receipt of the permit decal the Parking Office will initiate any refund which may be due me.