



ST. FRANCIS XAVIER
UNIVERSITY

Payroll Deduction Authorization Employee Daytime Parking Pass 2023/2024

Employee Name: _____

Employee Number: _____

All employees who park on campus between 6 AM and 6 PM will be required to purchase a daytime parking permit, and display that permit in their vehicle while parked on campus.

DAILY parking permits DO NOT authorize the holder to park in “University Authorized Vehicles Only” parking spaces around campus. Parking spots are not guaranteed. Parking is on a first come-first served basis.

The Daytime Parking Pass is \$250.00 which covers parking from September 1st to April 30th. Please note that although the parking pass is only required for 8 months, the cost has been divided over the full year to reduce the cost per pay. Should you decide you no longer need the parking pass, you must return the pass to the Box Office and inform payroll@stfx.ca immediately. There are no refunds or chargebacks on parking.

I, _____, authorize Payroll to deduct \$9.62 per pay from my earnings to cover the cost of the 2023/2024 parking pass.

Employee Signature

Date

Box Office Only - Parking Pass # _____