



# Computer Purchase Policy #1208

## Payroll Deduction Plan Application

EMPLOYEE:	_____
POSITION:	_____
TYPE OF EQUIPMENT TO PURCHASE:	_____ _____ _____
SUPPLIER:	_____
ESTIMATED PRICE:	\$ _____
TERM REQUESTED:	_____ months
EMPLOYEE SIGNATURE	DATE

APPLICATION APPROVED	<input type="checkbox"/>	DIRECTOR OF FINANCE
APPLICATION DENIED	<input type="checkbox"/>	DATE
EMPLOYEE STATUS:	_____	_____
ANNUAL SALARY:	_____	_____
TERM APPROVED:	_____	months