

U-M Computer Showcase • Payroll Deduction Contract

for eligible University of Michigan faculty and staff
computer.showcase@umich.edu / (734) 647-2537

All fields are required. Please print clearly:

Name:	UMID:
Uniqname:	Department:
Work address:	Work phone:
Home address:	Home phone:

I'm currently paid on a (check one): bi-weekly monthly basis.

Total Amount (with tax)	Minimum Down Payment*:	Maximum # of Months:
\$70 – \$249	\$0	1
\$250 – \$599	\$100	2
\$600 – \$999	\$200	3
\$1000 and up	\$300 and up	4

(*) Down payments, when required, must be paid via credit card, debit card, cash or cashiers check
The balance due the Showcase may not exceed \$1,300

Total amount of sale (w/tax):	Down payment received:	Balance due:

I choose my deduction(s) to be taken in (check one):

1 2 3 4 installment(s) of \$ _____ per month

Terms and conditions:

- 1) I authorize the above action to be taken as my deduction. I understand I may not have more than one payroll deduction contract active at the Showcase at a time.
- 2) I agree to have my pay debited once per month. *NOTE for bi-weekly employees: the installment will be deducted on the **second bi-weekly** payroll of the month.*
- 3) I understand that there are **NO RETURNS OR EXCHANGES** on products purchased via payroll deduction unless a product is defective.
- 4) If my employment with the University ends before completion of the deduction schedule, **I understand that I am legally obligated to pay the remaining balance due to the U-M Computer Showcase.** *Products purchased via Payroll Deduction remain the property of the University of Michigan until paid in full.*
- 5) Products sold are subject to University rules; violations may result in personnel or criminal actions. Showcase reserves the right to deny payroll deduction for reasons cited on our website.

Customer Signature: _____ **Date:** _____

<i>The signature of an authorized Showcase staff member is required:</i>	Authorized by (print): _____ Signature: _____ Showcase Order #: _____
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