



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

VOLUNTARY PAYROLL DEDUCTION AUTHORIZATION FORM
2019 - 2020 School Year

(Please Print)

Name: _____ Employee WISE ID # _____

Address: _____

City: _____ State: _____ Zip: _____

Department/School: _____ Work Phone: _____

Email Address: _____

Please check appropriate box

ASSOCIATION	PAYROLL USE ONLY	PAY PERIOD AMOUNT	ANNUAL DUES AMOUNT
<input type="checkbox"/> VBEA Teacher (Full-time)	ATFT	32.20	644.00
<input type="checkbox"/> VBEA Teacher (Part-time)	ATPT	16.68	333.60
<input type="checkbox"/> VBEA - Non Teacher (Full-time)	ANTF	17.18	343.60
<input type="checkbox"/> VBEA - Non Teacher (Part-time)	ANTP	9.30	186.00
<input type="checkbox"/> VASSP/NAASP	APSS	26.80	536.00
<input type="checkbox"/> VAESP/NAESP	APES	21.25	425.00

Please note you may also sign up for association dues directly on Employee Self Service in lieu of using this form.

Deductions take place September through June and continue until the **employee** discontinues the deduction via ESS – Employee Self Service. Payroll deductions begin on the September 15th payroll following submission of this form from TOCLI.

This form and the process to be followed are in compliance with School Board Policy 4-32.

I authorize Virginia Beach City Public Schools (VBCPS) to take payroll deductions and to release my name, WISE ID number and work location to the association listed above.

I understand that should I discontinue employment or payroll deductions with Virginia Beach City Public Schools, VBCPS is not responsible for any remaining dues deductions.

Signature

Date

INSTRUCTIONS: PAPER FORM IS FOR USE DURING TOCLI ONLY 8/19/19 – 8/22/19
FORM EXPIRATION DATE: August 30, 2019