

OAK GROVE SCHOOL DISTRICT
Business Services Division

Deferred Pay Form

To: Liz Garcia - Certificated Payroll
Carin Hmieleski - Classified Payroll

I would like my annual salary paid to me on a 12-month basis instead of 11 months, effective _____. I understand that my voluntary and medical deductions will remain on a 10 or 11 month schedule.

Your deferred pay balance noted on your June pay stub will pay out on the July end of month payroll.

Please note that deferred pay deductions of less than 11 months will result in a smaller deferred pay refund on the July end of month payroll.

Name (Print)

Employee ID #

Date Signed

Signature

Payroll Use Only
W4 Screen ____
NML Payline ____
Comment Screen ____