**NVSC EMPLOYEE PAYROLL ADVANCE AGREEMENT**

Date of request\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_request an advance payment of $\_\_\_\_\_\_\_\_\_ on my wages/salary payable on the payroll date of \_\_\_\_\_\_\_\_\_\_. By signing this form, I authorize NVSC to make deductions from my paycheck to repay this advance in equal deductions of $\_\_\_\_\_\_\_\_\_\_\_ from the next \_\_\_\_\_\_\_\_\_\_pay periods immediately following the pay period from which this advance is made. I also agree that in the event my employment is terminated for any reason whatsoever, I authorize NVSC to deduct any unpaid advance amount from my final pay.

In the event the deductions are not sufficient to pay my indebtedness in full, I shall remain obligated to pay the remaining balance to NVSC within a time frame specified by the Board of Directors.

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_