

# VIRGINIA PENINSULA COMMUNITY COLLEGE

## Virginia Peninsula Community College Salary Reduction Agreement Pre-Tax Parking Fee

This payroll deduction option allows you to take advantage of Internal Revenue Service (IRS) tax guidelines and save you federal and state taxes, as well as reduce taxable amounts on which social security (OASDI and HI Taxable) are based. The amount charged for your parking fee will be deducted from before tax dollars.

Parking fees will be deducted in **one payment of \$30.00 or \$45.00** on the first available pay date following the date of this agreement (Check Distribution Schedules are posted on the Human Resources website). For reserved parking, the fee of \$220 plus the decal cost of either \$30 or \$45 will be deducted in one check.

By signing below, I have agreed to allow Virginia Peninsula Community College to deduct the annual parking fee/citation of: (check all that apply)

- \_\_\_\_\_ \$30 for one parking permit
- \_\_\_\_\_ \$45 for two parking permits
- \_\_\_\_\_ \$60 for three parking permits
- \_\_\_\_\_ \$220.00 for a reserved parking place
- \_\_\_\_\_ Pro-rated fee (to be determined by the Business Office)
- \_\_\_\_\_ Elect to have citations withheld in the amount of \$ \_\_\_\_\_

(This election is not a pre-taxed deduction. It will be processed as an Agency Due deduction)

from my paycheck for the 2022-2023 academic year. I understand that this election is irrevocable for the current academic year and that parking fees are non-refundable. I also understand the tax implications to me by paying for parking fees with pre-tax deductions.

- Full-time Classified, Administrative Professional and Teaching Faculty
- Adjunct Faculty
- P-14 Hourly employee

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
State Employee ID Number (required)

\_\_\_\_\_  
Date

If you have questions, please call Human Resources at Ext. 2990.