

Employee Computer Deferred Payment Application and Agreement

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| EMPLOYEE'S LAST NAME (Please Print or Type All Information) | FIRST () | MIDDLE INITIAL () |
| NYU ID NO. | HOME TELEPHONE | NYU TELEPHONE |
| DEPARTMENT / DIVISION | | |

Terms of this Deferred Payment Agreement

**OPEN ONLY TO
FULL-TIME NYU EMPLOYEES
WHO**

- Are employees in good standing with the university
- Have sufficient resources to make the payroll deductions
- Are an Administrator (Code 100), or are in a Research Position (Code 103), or are Technical or Laboratory Staff (Code 104), or are Clerical or Office Staff (Code 106), or are a Local 1 Security Officer/Specialist (Code 107 RPG), or are a Sergeant Guard (Code 107 SGT). Employees in these groups must have been employed at NYU for a minimum of two years.
- Are Full-Time Faculty (Code 102)
- Are not carrying a balance on previous computer deferments

INITIAL PAYMENT

- \$300.00 for deferments up to \$900.00
- \$500.00 for deferments up to \$1500.00
- \$750.00 for deferments above \$1500.00 up to \$2250.00
- \$1000.00 for deferments above \$2250.00 up to \$3000.00

PAYMENT SCHEDULE

- The total deferred balance (cost of purchase minus initial payment) is due over a maximum two year period. All payments will be made through payroll deduction. Deferments may be paid in full at the NYU Computer Store, at any time during the period of your deferment, but no partial pre-payments will be accepted.

DEFERRED PAYMENT AMOUNT

Limit \$3000

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| .00 |
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If I am approved for the deferment, I authorize the University to deduct the agreed upon payments from my payroll, as set forth below. Deductions under this plan shall not exceed \$250 per pay period for employees paid monthly, \$116 per pay period for employees paid biweekly, and \$58 per pay period for employees paid weekly. Purchases that exceed these deduction limits will not be authorized for deferred payment.

If a balance is due at the start of my last pay period, the deduction for that pay period will be the remaining balance, up to the maximum amount of deduction permitted. Any balance still due and owing after my last pay period at NYU is payable on demand upon separation from the University and may be paid by cash, certified check or valid credit card at the NYU Computer Store.

I understand that after this agreement is approved, I may revoke my authorization to make deductions from my payroll by providing the University with written notice of such revocation, addressed to **Store Manager, NYU Computer Store, 726 Broadway, New York NY 10003**. If I revoke my authorization, the balance of the deferred payment amount will be immediately due in full, and I agree to pay such amount, in full, by cash, certified check or valid credit card at the NYU Computer Store no later than thirty (30) days from the date of revocation.

I understand that I have been approved for a _____ month/year (circle one) Deferred Payment Plan, the terms of which are listed above, and payments will be \$_____ per pay period. I have read and fully understand the information and terms stated. I attest to the truth of all statements made and agree to fulfill the terms of the plan of payment requested as described herein.

DATE

SIGNATURE OF EMPLOYEE

Eligibility status has been checked -- records indicate that the individual meets the criteria for the Deferred Payment Agreement.

DATE

SIGNATURE OF NYU COMPUTER STORE REPRESENTATIVE

| Pay Component | Value | Frequency | Period Start Date | Period End Date |
|---------------|-------|-----------|-------------------|-----------------|
| 044 | _____ | ongoing | _____ | _____ |
| 4-E | _____ | one time | _____ | _____ |