



**CCC VOLUNTARY PAYROLL DEDUCTION
FOR
CITY OF CHICAGO DEPARTMENT OF FINANCE INDEBTEDNESS**

I, _____, authorize the Board of Trustees of Illinois Community College District No. 508 commonly known as City Colleges of Chicago, its officers and employees (“the Board”), to deduct from my bi-weekly paycheck the sum of \$_____ (*minimum \$50.00, rounded up to the nearest \$5*) per payroll period commencing with the next scheduled payroll for a maximum of twelve (12) consecutive payroll periods until the total debt from the City of Chicago Indebtedness report in the amount of \$_____ (*Must be current complete reported amount*) is reached. I authorize the Board to pay deducted amounts to: City of Chicago, Department of Finance, 121 North LaSalle Street, Room 107, Chicago, IL 60602, (312) 604-7100 so that said amounts may be credited to past-due municipal fines assessed against me by the City of Chicago.

*This Voluntary Payroll Deduction will make you compliant with the Work Rule but **WILL NOT** prevent:*

City Enforcement Actions such as:

- *Driver’s license suspension*
- *Vehicle immobilization (Boot or towing)*
- *Water shut-off.*

You must be on a Department of Revenue Payment Plan to prevent further enforcement actions by the City.

I am making this authorization to ensure my compliance with the Board’s public scofflaw policy and related policies and work rules. I represent to the Board that these municipal fines have not been discharged in bankruptcy. I understand that this authorization is one option available to me with respect to municipal fines assessed against me by the City of Chicago and that I am making this authorization freely and voluntarily. **I further understand that if CCC is unable to deduct from my paycheck the bi-weekly voluntary deduction amount in any pay period due to insufficient funds, I will be considered non-compliant with the Work Rule.**

All sections must be complete to process this withholding request.

Employee Signature

Date

Employee Name (Print)

Department of Revenue Cost Recovery #

College/Work Location

Employee ID Number

Home Address

Telephone Number (Day)