



LOCAL RESIDENT INCOME TAX

BY THE AGREEMENT made between _____
Name ID
and Cedarville University, we agree as follows:

Effective for amounts earned on or after the first day of _____, 20____,
the employee requests that Cedarville University begin a courtesy withholding of
resident local income tax for the municipality listed below. The employee acknowledges
that the Cedarville University Payroll Office will not make any cancellations of this
agreement unless employee provides a request in writing.

This Agreement will be put into effect on the first scheduled pay upon receipt in
the Cedarville University Payroll Office.

Signed the ____ day of _____, 20____.

Municipality

Employee Signature

By the Agreement, employee acknowledges the responsibility to notify Cedarville University of any address changes.