



MANCHESTER
CITY COUNCIL

Payroll Deduction Order

To the payroll department at Manchester City Council

Please commence deductions of £_____ per week/month from my wages/salary, in favour of Manchester Credit Union. Deductions are to commence from the first available pay date and shall remain in effect until such time as I give notice in writing of any changes.

Commencement date for payroll deduction_____

Name_____

Payroll Number_____ N.I. Number_____

Contract Type e.g. Permanent/Temporary/Casual_____

Place of Employment _____

Signed_____ Date_____

PLEASE TEAR OFF AND RETURN TO MANCHESTER CREDIT UNION

FOR USE BY MCC OFFICE STAFF ONLY

I hereby confirm thatPayroll number.....

is an employee of Manchester City Council and that appropriate identification and proof of address has been seen.

Official stamp:

Date:.....