



2000 W. University Blvd. • Brownsville, Texas 78520 • (956) 295-3710 • www.tsc.edu

Cancellation of Payroll Deduction for Recreation Center Membership

Request to Stop Payroll Deduction:

I hereby request to stop the Recreation Center payroll deduction effective _____
Date

Employee Name

Employee ID

College Department

Office Phone Number

Type of Membership:

\$25.50 TSC Faculty/Staff

\$51.00 TSC Faculty/Staff & Spouse

Total amount of monthly payroll deduction: \$ _____

Employee Signature

Date

Cancellation of payroll deduction must be approved by Recreation Center staff before being submitted to the Office of Human Resources for processing:

Recreation Center Signature

Date

Please return completed form to:

Texas Southmost College
Office of Human Resources
Tandy Hall, Room 105
956-295-3770

Human Resources Signature

Date