



Name: _____ Employee ID #: _____

Department: _____

Payroll Deduction Authorization for Parking

NOTE: This payroll deduction program is only available to full time faculty and staff who are on the Lakehead University payroll.

Employees renewing their parking must sign-up before August 24, 2026 to be eligible for payroll deduction.

This will authorize the Payroll Department of Lakehead University to make deductions for parking from each pay, as set up below.

Should I terminate my employment with Lakehead University, I agree to return my parking permit to the Manager of Security Services.

I understand that payroll deductions will only be processed once I have reserved my parking permit online.

Reserved Parking Permit Number (Required): _____

Preferred Lots
A 5 7 PACI MPL

General Lots

Pass #1
\$456.00/year
\$38.00/month
(incl. HST 13%)

Pass #2
\$432.00/year
\$36.00/month
(incl. HST 13%)

Signature: _____ Date: _____