

**SALARY DEDUCTION AUTHORIZATION**  
**GROUND RENT & WATER (GRW)**

I hereby authorize the University to deduct my Ground Rent & Water payment from my salary paid semi-monthly through the University's payroll system.

Name: \_\_\_\_\_

Employee ID Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

\_\_\_\_\_

Effective Date: \_\_\_\_\_

The 1st payment will be withheld from the payroll period ending on the fifteenth (15th) of each month and payable on the twenty-second (22nd) of each month *before the due date*, and the 2nd half will be withheld from the payroll period ending the last day of each month and payable on the seventh (7th) of each month after the due date. Due to rounding, the amount of the payroll deduction may differ from the actual monthly payment amount by \$.01 or .02.

Signature \_\_\_\_\_

Date \_\_\_\_\_

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Please contact Accounts Receivable if you have any further questions

STANFORD UNIVERSITY  
FINANCIAL MANAGEMENT SERVICE, MC 8440  
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REDWOOD CITY, CA 94063

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Email: [kendra55@stanford.edu](mailto:kendra55@stanford.edu)

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This authorization is to remain in effect until you have received written notification from us of its termination