

**Routing for Pay Advance**

\_\_\_\_\_ Ala Jo Koonts  
\_\_\_\_\_ Greg Bray  
\_\_\_\_\_ Shelley Lindsay

**Request for Advance in Pay  
for**

**Incoming Residents**

I, \_\_\_\_\_, request an advance in my contract salary for \$\_\_\_\_\_. *I understand that this amount will not exceed \$2,000.* I agree to repay this advance by payroll deduction from July 1, 20\_\_ through December 31, 20\_\_ of this calendar year. I further understand that this is a one-time opportunity to help me financially and that my biweekly deduction for this advance in pay will be \$\_\_\_\_\_. I also understand that in the event of termination any time prior to December 31, 20\_\_\_\_, the entire remaining balance will be due and payable.

\_\_\_\_\_  
Employee's Name (Printed)

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Employer's Social Security Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, Physician Services

\_\_\_\_\_  
Controller, NCBH

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Account No. 11400-999**

Please call Diane Hartley at 6-5222 when the check is ready for pick-up.