



# Payroll Authorization Form

You must be a member of Saskatchewan Pension Plan (SPP) and have unused RRSP room to make contributions. You are responsible for ensuring that you have available RRSP room and that you do not exceed RRSP limits\*.

## Payroll Information

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

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

New Plan

Change to Plan

Contribution amount: \$ \_\_\_\_\_  Weekly  Bi-weekly  Monthly

Other \_\_\_\_\_

Change contribution amount to: \$ \_\_\_\_\_

## Employee Consent

By completing and signing this form, I consent to the following:\*

- I have sufficient RRSP contribution room.
- The payroll department has the authority to deduct the above-noted pay period amounts from my regular pay and to act as agent to remit contributions to SPP.
- I understand that the deductions will continue until such time that I notify my employer's payroll department that I wish to cease or change the above-noted contributions.
- All funds belong to me and are locked-in with SPP until age 55.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_

## Cease Plan Contributions

Employee Signature: \_\_\_\_\_ Effective Date: \_\_\_\_\_

\*Contribution limit for your pension is the lesser of: 18% of your current year's earned income or the annual dollar amount set by the *Income Tax Act* (Canada). The sum of all contributions made by you and your employer, on your behalf, to your pension plan must not exceed the limit.