

***JAMES MADISON UNIVERSITY***  
**ROTH IRA PAYROLL DEDUCTION FORM**

Contributions to a Roth IRA will be submitted on a semi-monthly basis and will be processed beginning the first payroll cycle after receipt of this form.

New Deduction:                   Change:                   Cancellation:

I, \_\_\_\_\_, hereby authorize James Madison University to deduct \$ \_\_\_\_\_ from my salary each pay period, on a post-tax basis, for deposit into my Roth IRA account. This amount is to be forwarded on a semi-monthly basis to \_\_\_\_\_ (company). This authorization will continue until amended or terminated in writing.

The maximum amount that can be contributed to a Roth IRA in calendar year 2021 is \$6,000 (plus \$1,000 catch-up if applicable). The employee and company are responsible for compliance with all laws and regulations pertaining to a Roth IRA.

The employee agrees that the employer shall have no liability whatsoever for any loss suffered by the employee with regard to the selection of a Roth IRA.

|                                  |               |                                  |               |
|----------------------------------|---------------|----------------------------------|---------------|
| _____<br>Employee Signature      | _____<br>Date | _____<br>Company Agent Signature | _____<br>Date |
| _____<br>Employee PeopleSoft ID# |               | _____<br>HR Representative       |               |