



“CASUAL FOR A CAUSE”

SC PAYROLL DEDUCTION AUTHORIZATION AGREEMENT

I authorize Learning Care Group, Inc., to process a payroll deduction in the amount set forth below per pay period in consideration for participation in “Casual for a Cause”. This deduction will be used as part of the Company’s philanthropic initiatives to the LCG iCare Foundation and the Make-A-Wish Foundation. This authorization will remain in effect unless I submit written notice requesting cancellation or until my employment with Learning Care Group ends. This is a voluntary contribution.

Please indicate here if you are cancelling a previous election and changing the charity you would like your deduction to go to:

Cancelling Previous Election

Select the charity you would like your deduction to go to:

LCG iCare Foundation

Make-A-Wish Foundation

Select the amount of the deduction per pay period:

\$10 per pay period, suggested donation

Other amount per pay period, as indicated \$ _____

(Minimum deduction is \$2.00 per pay period; write in amounts must be whole dollars.)

I understand that it may take two to three pay periods before the above deduction goes into effect.

Employee Printed Name

Employee ID

Employee Signature

Date

Procedure:

1. Employee completes “Casual for a Cause” payroll deduction authorization form
2. Obtain Managers signature
3. Scan and email completed form to imagenowpayroll@learningcaregroup.com
4. Payroll Department will send confirmation of enrollment to Manager and Employee

Managers are responsible for overseeing their direct reports’ compliance of “Casual for a Cause” including:

- Managing the payroll deduction form/process
- Ensuring appropriateness of attire
- Communicating with direct reports occasions when jeans should not be worn