

# Employee Loan Agreement

**Company Name And Address:**

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**Employee Name:**

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1. The Employee hereby acknowledges a debt to the Employer/Company in the amount of \_\_\_\_\_ (\$\_\_\_\_\_) for the following reason(s):

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2. The Employee hereby authorizes the Employer/Company to deduct the amount of \_\_\_\_\_ (\$\_\_\_\_\_) per paycheck from the Employee's payroll starting from \_\_\_\_\_ 20\_\_ until the amount is paid in full.

4. The Employee further agrees that the entire outstanding amount will be deducted from the Employee's paycheck upon resignation or termination of employment with the Employer/Company.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of 20\_\_\_\_\_.

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

Witness1 Signature: \_\_\_\_\_

Witness2 Signature: \_\_\_\_\_