



**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 2024 is \$7,000 (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.

_____ Employee Signature	_____ Date	_____ Company Agent Signature	_____ Date
_____ Employee PeopleSoft ID#		_____ HR Representative	