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DEPARTMENT OF ADMINISTRATION

Division of Accounts and Reports

INFORMATIONAL CIRCULAR NO: 97-P-007

DATE: November 14, 1996

SUBJECT: New United Way Deduction Code

EFFECTIVE DATE: Immediately

A & R CONTACT: Payroll Services - (913) 296-3146

APPROVAL:

SUMMARY: Addition of United Way Deduction Code for Finney County

The deduction code "**UTD025**", **United Way-Finney County**, has been added to the SHARP deduction code table and is available for use effective immediately.

Please inform your employees that united way contributions can now be made by payroll deduction and designated to the Finney County United Way.

SAM:JJM:sj