

American Fence Company

Employee Loan Program

Employee Name (Print) _____ Branch _____

Terms of the Loan:

1. Employee must have been active for 90 days.
2. The loan amount will not exceed \$200.00
3. All loans will be assessed a 15% fee.
4. The weekly amount will be no less than \$30.00/week or \$60.00/biweekly.
5. You agree to allow American Fence Company to deduct an amount specified herein from your weekly pay until the loan and the assessed fee are paid in full.
6. Initial loan must be paid in full before any additional loans are allowed.
7. You agree that if your employment is terminated or you quit, that the remaining outstanding balance will be deducted from your pay, including interest.
8. All loan checks are cut once a week on Thursdays, no exceptions.

American Fence Company agrees to loan _____ the amount of \$_____ with a biweekly amount of \$_____ to be deducted from his/her biweekly pay (Note: if working on a scale job, deduction will be taken weekly during weeks worked on pay scale job).

Loan Amount:

Interest:

By signing below, I agree to the terms above.

Employee's signature: _____ Date: _____

Branch Manager signature: _____ Date: _____

I authorize this loan as stated above.

HR _____ Date _____

Accounting _____ Date _____