

SAVINGS RESERVE

This form must be completed if you want to save an amount monthly,
to be paid back in the month of your choice.

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| Title (e.g. Prof/Dr/Mr/Mrs/Miss) | |
| Surname | |
| First name | |
| UT number | |
| Amount per month | |
| Month payable | |
| <p>Conditions:</p> <p>This amount will not be available in any month other than the month indicated above.</p> <p>Tax will be deducted on a monthly basis to ensure that the payable amount is tax free.</p> <p>You will be able to change the amount per month as well as the month payable during the annual package structuring.</p> <p>Savings Reserve cannot be processed as an advance payment; it can only be processed at month end via the payroll system.</p> <p>Kindly note that Savings Reserve is continuous until the Human Resources Division is notified to stop the transaction.</p> <p>No interest will be earned on the savings reserve.</p> | |
| <p>Declaration:</p> <p>I declare that I take note of the conditions and give my consent that the amount may be deducted from my salary on a monthly basis.</p> | |
| <hr style="width: 30%; margin: 0 auto;"/> <p>Date</p> | <hr style="width: 30%; margin: 0 auto;"/> <p>Signature of employee</p> |