



Deduction Authorization for Disallowed/Unapproved Expenses on Company Sponsored Credit Card

I hereby acknowledge the receipt of a Synergy Service's sponsored American Express credit card and that I have read and agree to abide by the requirements set out in the Synergy Services AMEX-Corporate Credit Card Policy and the American Express Agreement Between Corporate Cardmember and American Express Travel Related Services Company, Inc.

I understand that I am responsible for the payment of any disallowed and/or unapproved expenses that do not adhere to the Expense Policy provided, or is not consistent with expenses that are normally associated with the requirements of my assignment. **Therefore; I expressly authorize Synergy Services to deduct the amounts equal to any disallowed and/or unapproved expenses from any paycheck(s) including but not limited to my final paycheck.**

In the event the deductions from my paycheck(s) do not cover the amounts equal to any disallowed and or unapproved expenses, I realize that Synergy Services or American Express will take further legal action as necessary to collect the amount outstanding. Should that occur, I agree to be liable for all reasonable collection costs incurred, including but not limited to, reasonable attorney's fees.

I understand and agree that this authorization shall remain in effect during my assignment with Synergy Services, and may not be revoked unless mutually agreed to in writing by Synergy Services.

NOTHING IN THIS AGREEMENT IS TO BE CONSTRUED AS AN EXPRESS OR IMPLIED CONTRACT OF EMPLOYMENT OR AS ALTERING MY STATUS AS AN EMPLOYEE AT-WILL.

Signature

Print Name

Date