



State of Tennessee
 Treasury Department
 College Savings 529 Program

P.O. Box 198801
 Nashville, TN 37219
 615-741-1502 (local)
 1-855-386-7827 (toll-free)
 615-401-6816 (fax)
 E-mail: TN.STARS@tn.gov
 Website: www.tnstars.com



Employee Payroll Deduction Form

Instructions

Complete this form to establish, change or delete payroll deduction instructions on your existing TN Stars College Savings 529 Program account(s). If you do not have an account, attach a completed application (one per beneficiary) or open an account online at www.tnstars.com. Before completing this form, check with your payroll department regarding the availability of this service. Your payroll department must complete an Employer Authorization Payroll Deduction form before you can begin payroll deduction.

Print clearly in all **CAPITAL LETTERS** using blue or black ink. Please color in circles completely. Once completed, retain a copy for your records. Your Human Resources Department will send a copy to the TN Stars College Savings 529 Program.

1. Employee / Company Information

Employee's Name *(first, middle initial, last)*

Employee's Social Security Number

Company Name

Company's EIN

Company Contact

Company's Phone Number

2. Payroll Deduction Information

- Establish a New Payroll Deduction
- Cancel Existing Deduction
- Change Allocation Percentage
- Change Deduction Amount

\$_____ Indicate the amount to be deducted from your paycheck each pay period. The minimum investment is \$25 per deduction per investment option. This amount will be invested according to your Elected Investment Allocation on file at the time the assets are received. If you are establishing a new account, the assets will be invested according to your instructions on the Account Application.

Account Number	Beneficiary's Name	Percentage of Deduction to be Allocated to Each Account (full % only)
		0.00%
		0.00%
		0.00%
Total		100.00%

3. Authorized Signature

Please sign exactly as your name appears on your plan account.

Employee's Signature

Date