



Employee #

Region:

### COA Deduction Form

The law requires that individuals undertaking security work need to hold a Certificate of Approval. For this reason, it is important for Red Badge and its staff members to comply with the law. New legislation states that by paying \$187, your COA will be valid for 5 years from issue.

By agreeing to a COA deduction plan, Red Badge Group will give you preferential hours when staffing events and will endeavour to give you as many hours as possible during the deduction period and beyond. Please keep in mind that working hours will be dependent on suitability and availability.

Once the required amount of \$187 has been deducted you will be contacted and the license application will be lodged. Note: The application fee is non-refundable from the Ministry of Justice.

Please sign and return this form to your manager.

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I \_\_\_\_\_ (Name) hereby authorise Red Badge Group to deduct the following from my wages.

Tick one of below options to apply.

- Red Badge group will deduct 100% of my weekly pay until I have paid the total of **\$187**
- Red Badge group will deduct \$93.50 from my weekly pay until I have paid the total of **\$187**
- Red Badge group will deduct \$ 46.75 from my weekly pay until I have paid the total of **\$187**

starting from \_\_\_\_\_, I understand that this money is deducted to pay the application fee for my security license.

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_