BENNINGTON COLLEGE

The Bennington Card
Spring 2013 Staff Lunch Plan Options

Bennington College offers the following staff lunch plan options during term time:

- The **traditional staff lunch** plan offers lunch Monday-Friday in the Dining Hall only. Meal plans are non-transferrable. Unused meals expire at the end of the meal plan hours listed below. The cost is **$224** per term.
- The **universal staff lunch** plan allows for lunch Monday-Friday in the Dining Hall or the Snack Bar. The Snack Bar cash equivalency is $7.20. Meal plans are non-transferrable. Unused meals and equivalency values expire at the end of the meal plan hours listed below. The cost is **$402** per term.
- The **declining balance bonus** plan can be used at any dining facility, any time of the day. The plan adds a 15% bonus when $100 is put onto the Bennington Card declining balance. There is no expiration date. Any remaining balance, excluding the 15% bonus funds, is refundable upon request.

The Bennington Card is required for lunch plans and for entry to the Dining Hall. Each term, your Bennington Card will be updated to reflect your participation status. Please see Michelle x4458 in the Business Office to choose your meal plan and a payment option. Payment can be made either by cash, check, or funds transferred from your declining balance.

For your convenience, the Business Office is able to do a payroll deduction for installment payments of the **Traditional Staff Lunch Plan** and **Universal Staff Lunch Plan**.

Lunch will be offered Monday – Friday 11:30 am - 1:30 pm
Spring 2013 plan runs Monday, February 18th through Friday, June 1st

Staff Lunch Plans are nontransferable and will be prorated to meals used if employment is terminated. Please remember we do not allow the unauthorized removal of food or beverages from the dining hall. Any removal of food will result in loss of dining hall privileges and a fine.

I have read and understand the above information regarding the Spring 2013 Staff Lunch Plan.

_____ _____
Signature Date

_____ _____
Please Print Name Card ID #

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For Business Office Use Only: ☐ Entered to Bennington Card Account

Plan: ☐ Traditional Staff Lunch ☐ Universal Staff Lunch ☐ Declining Balance Bonus

Form of payment: Cash _____ Check _____ Declining Balance _____ P/R Deduction _____

Total payment amount: _____

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PAYROLL AUTHORIZATION
SPRING 2013 TRADITIONAL STAFF LUNCH PLAN

Bennington College
Authorization for Payroll Deduction

I hereby authorize Bennington College to deduct **(6) installments of $37.33** (for semi-monthly pay cycle) or **(12) installments of $18.66** (for weekly pay cycle) from my salary for the purpose of purchasing the **Spring 2013 Traditional Staff Lunch Plan** beginning with my March 2013 paycheck.

I understand that should I leave the employ of the College while participating in a staff meal plan and payroll deductions, that the next payment installment will be deducted from my last paycheck or declining balance of my Bennington Card Account, if available. Access to all staff plans and meals end upon leaving the College.

_____ _____
Signature Date

_____ _____
Please Print Name Card ID #

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PAYROLL AUTHORIZATION
SPRING 2013 UNIVERSAL STAFF LUNCH PLAN

Bennington College
Authorization for Payroll Deduction

I hereby authorize Bennington College to deduct **(6) installments of $67.00** (for semi-monthly pay cycle) or **(12) installments of $33.50** (for weekly pay cycle) from my salary for the purpose of purchasing a **Spring 2013 Universal Staff Lunch plan** beginning with my March 2013 paycheck. Deduction dates may vary depending on when you purchase your card.

I understand that should I leave the employ of the College while participating in a staff meal plan and payroll deductions, that the next payment installment will be deducted from my last paycheck or declining balance of my Bennington Card Account, if available. Access to all staff plans and meals end upon leaving the College.

_____ _____
Signature Date

_____ _____
Please Print Name Card ID #

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