

**LAKE TAHOE UNIFIED SCHOOL DISTRICT**  
**PAY WARRANT SELECTION**  
**DEFERRED PAY- SUMMER SET ASIDE**  
**2023/24 SCHOOL YEAR**

EMPLOYEE NAME: \_\_\_\_\_  
(Print Name) \*REQUIRED

I request:

☐ Deferred Pay- 12 pay warrants for the 2023/24 school year (check box)

If you are a **10-month employee** and select 12 pay checks, funds for the 11<sup>th</sup> and 12<sup>th</sup> checks are set aside by payroll deduction from the first 10 checks, and distributed to employees as TWO additional checks in June.

If you are an **11-month employee** and select 12 pay checks, funds for the 12<sup>th</sup> check are set aside by payroll deductions from the first 11 checks and distributed to employees as ONE additional check in June.

All wages, taxes, and tax-related items are processed in the first 10/11 checks only. The most common examples include PERS contributions, Tax Sheltered Annuity contributions, HSA contributions, and Section 125 deductions.

**\*If you are part of CSESAP, you are ineligible for the LTUSD deferred pay\***

**If you would like deferred pay for the 23/24 school year, please return this form to the District Office- Payroll Department by 09/08/2023.**

**If you have questions, please contact Elizabeth Ruiz at [eruiz@ltusd.org](mailto:eruiz@ltusd.org)**

**If you DO NOT want deferred pay, please DO NOT return form.**

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

\_\_\_\_\_  
Date