



8000 Utopia Parkway
Queens, New York 11439

Computer Loan Agreement

AGREEMENT, made on _____, by and between St. John's University, New York ("The University) and _____ SS# _____ ("The Purchaser")
Print Name

Faculty

Administrator

Staff

The above parties mutually agree as follows:

1. The University will purchase a _____ for the price of \$ _____ this includes sales tax, freight, handling and delivery expenses. The amount of \$ _____ shall constitute the total obligation in this Agreement.
2. The total obligation as stated above in this Agreement must be payable within 18 months.
3. Commencing with the pay period of _____, The University will make deductions from The Purchaser's pay check of \$ _____ for _____ pay periods.
4. If the Purchaser ceases employment at The University at any time prior to payment of the total obligation any outstanding amount shall immediately become due and payable, and The University shall be under no further obligation to make any further adjustments on this Agreement. Any outstanding balance may be deducted from the employees' final paycheck.

Signature

Date

Witness