



## ***Racine County Casual-For-A-Cause Days***

Staff working in Racine County buildings may dress casual every Friday if they make a required one-time donation of \$40. Racine County will distribute the donations to community non-profits on behalf of staff. All staff who make the casual day donation will receive a "Dress Casual" pin which must be attached to name badges. Pins will be distributed to staff after receipt of this form.

For Racine County employees only, this donation will be deducted via payroll on the second check of February. For contracted staff, this donation must be made as a one-time cash or check payment to Racine County, care of the Human Resources department. To participate in Casual-for-a-Cause after the payroll deduction date, all donations must be made by check or cash.

**NOTE: United Way casual days will be handled separately as part of the County's annual campaign.**

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### **RACINE COUNTY EMPLOYEES COMPLETE THIS SECTION:**

Employee Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_

Department: \_\_\_\_\_

I authorize Racine County to deduct \$40.00 from my pay check for the privilege to dress casual at work every Friday. I agree to follow the Racine County Human Resources dress and demeanor policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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### **RACINE COUNTY CONTRACTED STAFF COMPLETE THIS SECTION:**

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Contract Agency: \_\_\_\_\_

Enclosed is \$40 for the privilege to dress casual at work every Friday. I agree to follow the Racine County Human Resources dress and demeanor policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please submit completed form to Human Resources by the first Friday of February.**