**PROPERTY VALUATION ADMINSTRATION OFFICE**

**DISCRETIONARY FUND PAY GRADE/SALARY CHANGE**

**AGREEMENT**

This agreement acknowledges that I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ understand that the securing of this “Pay Grade/Salary Change” is dependent on the availability of County (OX) funds for the Fiscal Year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. If these discretionary County (OX) funds are not available in the subsequent fiscal year, my “Pay Grade/Salary Change” personnel/payroll action will revert back to my previous salary.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINTED NAME

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE DATE

PVAs: A copy of this form should be permanently maintained in the Employee’s personnel record.