

PAYROLL DEDUCTION

Name (please print) _____ Social Security # _____

GIFT TO THE UNIVERSITY OF RIO GRANDE

I authorize the HR Office of the University of Rio Grande to deduct a gift of _____ from my pay check at the rate of _____ bi-weekly monthly beginning _____ and ending _____ for the purpose of _____

Signature _____ Date _____

Employee # _____

Return completed form to Human Resources.

HR will distribute copies to Accounting and Institutional Advancement.