

FACULTY & STAFF PAYROLL DEDUCTION GIFT AUTHORIZATION

Important: Read these instructions before completing the payroll deduction gift authorization form.

- This payroll deduction form should be used only for gifts for the University of Minnesota and program supported through the University of Minnesota Foundation. There is a minimum deduction of \$5 per person per pay period.
- All current gift deductions must be listed. Do not include United Way or any other non-University gift deductions.
- Your payroll gift deduction will be based entirely on what is shown on this form.
- You must submit a new form in order to cancel/start your deduction. Complete the form showing your current gift deduction and place a zero in the amount per pay period column for those deductions you wish to stop.

SAMPLE PLEDGES AND DEDUCTIONS	
Annual Contribution	Deduction Per Pay Period (bi-weekly, 26 pay periods)
\$260	\$10.00
\$500	\$19.23
\$1,000	\$38.46
\$2,500	\$96.15
\$5,000	\$192.31

Please complete the following:

Name _____

Home Address _____

City, State, ZIP Code _____

Employee I.D. (People Soft) Number _____

Current Deductions (if applicable):	Designations (Foundation fund name and number if known)	Amount Per Pay Period	Total Expected Gift Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

New Deductions:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Total to be deducted each pay period _____

I authorize the payroll department to deduct my contribution as shown above. Keep a copy of this form for your records.

Signature _____ **Date** _____

Questions: Call Gift Processing at 612-624-5894

Mail to: University of Minnesota Foundation

Attn: Gift Processing

McNamara Alumni Center, University of Minnesota Gateway, 200 Oak St. SE, Suite 500, Minneapolis, MN, 55455

You Make Great Things Happen

SUPPORT THE UNIVERSITY COMMUNITY

Faculty and staff giving plays important roles in helping the U maintain its high-quality programs. When you make a gift through the University of Minnesota Foundation, you can designate it to any U of M college, department, or program. There are a number of ways to give, including stock.

Please note any name or address corrections here:

Ways of giving to the University of Minnesota:

Payroll Deduction – I would like my contribution deducted from my paycheck (\$5 per pay period minimum).

Cash – Please accept the enclosed check for \$ _____ payable to the University of Minnesota Foundation.

Charge – Please charge my gift of \$ _____ to: ___ VISA ___ American Express ___ Discover ___ MasterCard

Account# _____ Expiration Date _____

Signature _____

Stock – I would like someone to contact me about a stock gift. Call me at : _____

Matching Gift – Enclosed is a matching gift form from another employer or my spouse's company.

Mail this form with your gift to:

University of Minnesota Foundation

Attn: Gift Processing

McNamara Alumni Center, University of Minnesota Gateway

200 Oak St. S.E., Suite 500, Minneapolis, MN, 55455