



PAYROLL DEDUCTION GIVING FORM

Recurring Payroll Deduction

I would like to deduct \$ _____ (*minimum \$5 per month) from each paycheck beginning on ____/____/____.
MO DAY YEAR

I am paid: [] monthly [] *bi-weekly (\$2.50 per paycheck minimum) [] other frequency: _____

Deduction End Date:

[] End after _____ payments (60 months is the maximum)

OR

[] Make last gift on: ____/____/____ (cancel payroll deduction after this date)
MO DAY YEAR

OR

[] Until I cancel by notifying Human Resources

--OR--

One-Time Payroll Deduction (use this option for membership gifts to Town & Gown and Bulldog Bench)

I would like to make a one-time gift of \$ _____ from my paycheck on: ____/____/____.
MO DAY YEAR

Designate my gift to:

[] Redlands Fund (area of greatest need) [] Other Gift Fund _____

Print Name Department/Ext.

Signature Date

[] This is a joint gift from me and my spouse/partner _____ (Full name)

Thank you for your commitment to the University of Redlands!

Return completed forms to the Office of Annual Giving in Development (3rd floor Administration Building), or scan and email to: redlands_fund@redlands.edu

Please check your paystub to confirm gift deduction. Call x8068 for assistance.

No goods or services were or will be provided in consideration of this gift.

Contributions are tax deductible to the extent allowable by law. Please note that you will receive an annual summary of all gifts made each calendar year to assist you in preparing your tax return.

FOR OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE

[] Annual Giving _____ [] Business Office _____

[] Advancement Services _____ [] Human Resources _____

Notes: _____

Pledge expires on ____/____/____