Partners in Excellence
UI Faculty/Staff Payroll Deduction
Gift Authorization Form

Employee Information:

Employee Name: _____
Last First MI

Vandal ID Number: _____

Home Mailing Address: _____

Phone Number: Work (_____) _____ Home (_____) _____

Pledge Information:

***If you would like this deduction to continue indefinitely, please write "IND" in the total amount field. Please make sure that the total amount is evenly divisible by the deductions per pay period.**

Note: Effective May 1, 2007, all new payroll deduction contributions must be for a minimum of five (5) pay periods and must be for a minimum amount of $5.00 per pay period.

Please indicate where you want your contribution to be used: Effective Date: _____

Gift Designation:	Gift Description:	Deduction Per Pay Period	Total Amount:	For Office Use:
_____	_____	$_____	$_____	_____
_____	_____	$_____	$_____	_____
_____	_____	$_____	$_____	_____
_____	_____	$_____	$_____	_____

Authorization:

I hereby authorize the above deduction from my University of Idaho paycheck. Such amount is to be deposited currently with the University of Idaho Foundation, Inc., for distribution as shown. This deduction shall continue until the amount is paid in full.

_____ _____
Signature Date

New IRS regulations require that the donor keep a copy of their contribution form.
Please make a copy for your records.

Please return to: Gift Administration Office, CEB 117, Campus Zip 3147, Moscow, ID 83844-3147
For information or questions contact us at (208) 885-6059 or gifts@uidaho.edu

University of Idaho Foundation, Inc.

For Office Use Only

First Payment: _____

Last Payment: _____

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