



OSWEGO COLLEGE FOUNDATION, INC. **PAYROLL DEDUCTION FORM**

Employee Name: _____ Social Security Number: _____

Campus Address: _____ Department: _____

Home Address: _____

E-Mail Address: _____ Check here if information is new

Number of pay periods: 21 26

Please check only ONE item below & complete the contribution information:

I would like to begin payroll deduction. I presently DO NOT participate in payroll deduction.

I would like \$_____ per pay period to be deducted from my paycheck.

My annual contribution total will be \$_____

I'd like to allocate my gift to the following designation(s):

_____ % of my bi-weekly contribution will be unrestricted

_____ % of my bi-weekly contribution will be designated to _____

_____ % of my bi-weekly contribution will be designated to _____

I am already a participant in payroll deduction & would like to change my bi-weekly contribution.

My current bi-weekly contribution total is: \$_____

I'd like my future bi-weekly contribution total to be: \$_____

My new annual contribution will be: \$_____

I'd like to allocate my gift to the following designation(s):

_____ % of my bi-weekly contribution will be unrestricted

_____ % of my bi-weekly contribution will be designated to _____

_____ % of my bi-weekly contribution will be designated to _____

I would like to cancel my payroll deduction at this time.

To the State Comptroller:

Pursuant to Section 201 to the State Finance Law, I hereby authorize you to deduct from each of my bi-weekly salary checks the deduction amount shown, for the purpose of my contributing to a campus related foundation, and to transmit such withholding amount to the designated provider. I understand that this authorization may be revoked at any time by written notice filed with my payroll office.

Employee Signature

Date

RETURN FORM TO:

The Oswego College Foundation, Inc. • 219 Sheldon Hall • SUNY Oswego • Phone: 315-312-3003

For office use only:

Received in University Development on: _____

Forwarded to Payroll Office on: _____ by: _____