

## INSTRUCTIONS FOR COMPLETING YOUR PLEDGE CARD & PAYROLL DEDUCTION AUTHORIZATION )

Please complete all sections of this form. Refer to your paystub to find your NYS Employee ID (please do not use your Social Security or Lakernet ID number).

NYS EMPLID

Thomas P. DiNapoli State Comptroller		JOHN Q. PUBLIC	
Check #	35023362	Pay Start Date	04/19/2012
Check Date	05/03/2012	Pay End Date	05/02/2012
Department ID	7014	NYS EMPLID	NO1234567

Once you have signed and completed all sections of the form, !

- submit parts one and two to your SEFA Building Coordinator or send directly to Diana Forbes, 705 Culkin Hall in the enclosed confidential envelope.
- please be sure to retain part 3 of the form for your personal records.

## Join Your Colleagues in the Step Up Challenge %

Here's how - Join United Way of Central New York's Step Up Challenge by:

- starting to give,
- or increasing your gift, by \$1 per week—\$52 per year—
- you will automatically be entered to win your choice of four terrific grand prizes, as well as daily prizes awarded throughout the campaign.

Fill out the reverse side of your pledge form and choose the grand prize YOU MOST WANT TO WIN. Be sure to complete your pledge today to be eligible for our great daily prizes awarded weekdays during the campaign. Prize winners will be announced on the United Way of Central New York web site.

To learn more, see the **official rules** at: <http://unitedway-cny.org>

SEFA Charities do not provide goods or services in whole or in partial consideration for any contributions made to them via this pledge form. A copy of the latest annual report may be obtained, upon request from the Charities Bureau, 120 Broadway, 3<sup>rd</sup> Floor, New York, NY 10271; the Federated Community Campaign Manager serving each county, refer to [sefanys.org](http://sefanys.org) for their address.

**Your pledge to SEFA charities will help our neighbors, our community and our world. Thank you for your generosity.**  
For more information go to [sefanys.org](http://sefanys.org) or call 518-782-SEFA.