



UCA Faculty/Staff Payroll Deduction Form

A minimum of 3 months is required for payroll deduction. You can make a gift by check, cash or card if it is less than 3 months. Please note that it may take UCA Human Resources 15-30 days to begin withdrawing new payroll gifts.

Name: _____ UCA ID: _____

Address: _____ City/State/Zip: _____

Department: _____ I am: Faculty Staff

Phone: _____ Email: _____

Check One of the Following:

- I am a new payroll deduction donor.
- This is in addition to my current payroll deduction gift(s).
- This replaces my current payroll deduction gift(s).

I Would Like My Gift to Benefit:

UCA Annual Fund Specific Dept. or Fund(s): _____

Payroll Deduction:

I hereby authorize UCA Human Resources to deduct the following \$_____ per month (\$_____ per pay period) from my salary.

Beginning pay period _____ (M/D/YR)

- Please continue this deduction for # _____ months for a total gift of \$_____ OR
- Until Further notice

Signature: _____

Display my name on the Foundation Donor Roll: Yes No