

# UC San Diego Payroll Deduction Authorization Form

for faculty and staff members of UC San Diego

Please complete and return this form to: UC San Diego, Annual Giving Department, MC 0937. For more information, call Turea Erwin x 4441.

Employee Name (Please print – Last, First, Middle)

Employee ID#

Address (Campus Mail Code)

Campus Telephone

City, State, Zip

Campus Email

## My monthly payroll deduction and tax-deductible contribution will be:

- \$10 (\$120 total annual contribution)       \$25 (\$300 total annual contribution)       \$50 (\$600 total annual contribution)
- \$100 (\$1,200 total annual contribution)       \$ \_\_\_\_\_ monthly deduction amount
- My deduction should begin effective** \_\_\_\_\_ **(month/year), and continue until I terminate it.**

or

**Begin Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

I wish to make a one-time gift of \$ \_\_\_\_\_

I wish to remain anonymous. Please do not print my name in any donor recognition.

## Please credit my monthly payroll deduction to the following fund:

- A-2221 UC San Diego's Greatest Needs       E-2222 UC San Diego Undergraduate Scholarships
- E-1538 UC San Diego Graduate Fellowships       E-4678 Research Innovation Fund       E-3545 Future of Care Fund
- E-1654 Scripps Institution of Oceanography Excellence Fund       Other \_\_\_\_\_

I authorize the UC San Diego Accounting Office/Payroll Division to deduct the above noted amount from my monthly earnings and credit it to the indicated **UC San Diego Foundation Fund(s)**. UC San Diego will contact me if there are any questions about my contribution. My payments will be reflected on my UC San Diego Payroll stub and will satisfy the Internal Revenue Service regulations regarding charitable gifts.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

For Payroll/Accounting Use Only:

Loc	Emp #	Annual Amt	Deduction Amt Code	Period Start Date	End Date

This authorization can be adjusted or canceled anytime upon your request. UC San Diego Foundation Tax ID# 95-2872494.

UC San Diego maintains charitable giving information on its donors in a database maintained by UC San Diego Advancement Services. Limited personnel at UC San Diego have access to the database and use the data in the regular course of their business. The information in the database will not be disseminated to any others except if required by law. You have the right to review your giving record. Inquiries should be forwarded to the Executive Director, UC San Diego Advancement Services, 9500 Gilman Drive, La Jolla, California 92093-0940.

**UC San Diego**  
Advancement