

Beloit College
Payroll Deduction Authorization for Gifts

I hereby authorize Beloit College to make the following voluntary deductions from my pay to the following gift account(s):

- ☐ Beloit College Annual Fund
- ☐ Other fund _____

The amount to be deducted **per pay period** is \$ _____

- ☐ I am paid: bi-weekly monthly (please circle one)

This is:

- ☐ A **one-time** payroll deduction for (month/year) _____
- ☐ A **limited** payroll deduction beginning (month/year) _____ and ending (month/year) _____ for a total of _____ months
- ☐ An **recurring** payroll deduction beginning (month/year) _____ (by choosing this option, I want my deductions to continue **indefinitely** until I advise otherwise)

Signature: _____

Printed Name: _____ Date: _____

Please return completed form to the Payroll Department.

*****Any changes or additions must be received IN WRITING at least 10 days in advance of the next pay date*****