



Payroll Deduction Form

EMPLOYEE INFORMATION

NAME _____

STREET ADDRESS _____

CITY _____

STATE _____

ZIP _____

HOME TELEPHONE _____

BUSINESS TELEPHONE _____

EMAIL ADDRESS _____

DEPARTMENT _____

EMPLOYEE SIGNATURE _____

DATE _____

PAYROLL DEDUCTION OPTIONS*

1. **Continuous** ** I would like \$_____ taken out of each pay period.

Please indicate your pay schedule.

Bi-weekly (staff)

Monthly (faculty)

2. **Pledge** I pledge (Total Amount) \$_____ payable over the next _____ pay periods.

Please indicate your pay schedule.

Bi-weekly (staff)

Monthly (faculty)

3. **1-time deduction** for the amount of \$_____.

This is a joint gift with my spouse.

Spouse Name _____

My spouse works for a matching gift company. (Enclose form)

Company Name _____

I prefer my name/gift remain anonymous.

**Please allow 1-2 pay periods for deductions to begin.*

***This will set your gift to be continuously deducted year-after-year without having to renew your pledge.*

GIFT DESIGNATION

I would like my gift to be designated to:

COLLEGES/SCHOOLS

- Arts and Sciences
- Business Administration
- Communication
- Continuing and Professional Studies
- Education
- Gannon Center for Women and Leadership (Mundelein College)
- Graduate School
- Graduate School of Business
- Law
- Marcella Neihoff School of Nursing
- Social Work
- Stritch School of Medicine

SPECIALITY PROGRAMS

- Evoke (Encouraging Vocation through Knowledge and Experience)
- Institute of Pastoral Studies
- John Felice Rome Center
- LUMA (Loyola University Museum of Art)
- Mission and Ministry
- Parents' Fund
- Rambler Athletic Fund
- Student Scholarships
- University Libraries
- Unrestricted
- Other _____

Multiple checked boxes will divide gift evenly among all selected funds, unless otherwise specified

PARTNER *The* CAMPAIGN FOR
THE FUTURE OF LOYOLA

Please mail your completed form to:

JESSICA BASSIS
LOYOLA ANNUAL GIVING
25 E. PEARSON STREET, #1221
CHICAGO, ILLINOIS 60611

Please contact Jessica Bassis, annual giving officer, at jbassis@luc.edu or 312.915.7284 with any questions.