Payroll Deduction Form
Revised 10/17/17

Employee Name

Employee ID #

Department

Pledge Amount

Please deduct $__________ every month for__________ month / years
Deductions may be from a minimum of one month to a maximum of five years.  
Minimum monthly deduction is $25.00.

Please begin deduction with payroll check dated: ________________________
   i.e., earnings for the month of June, check date 7/1/18

Please Gift Designation: ________________________________________________
   Gifts must be designated to an existing UCSB Foundation Fund

Signature _______________________________ Date ______________

Please send completed and signed form to Gift Administration Mail Code 1131.

Payroll deductions submitted before the 10th of the month will be effective with 
the next month’s paycheck.

Thank you for your support!

It is the policy of the University of California, Santa Barbara and the UC Santa Barbara Foundation that a 
modest portion of gifts and/or the income from gifts may be used to defray the costs of raising and 
administering funds. As of July 1, 2012, the current assessment is 6% on all new gifts.