

PLU employee gift by payroll deduction form

Employee giving is about sharing in a common mission. The employee giving percentage is important when the university is applying for outside grants from corporations and foundations. The most important metric in employee giving is participation.

Name _____

Spouse/partner _____

Spouse/partner alumnus/a ☐ Yes ☐ No Class year(s) _____

Department _____

PLU ID # _____



GIFT INFORMATION

☐ OPTION 1:

I hereby give authorization for payroll deductions of \$_____ per pay period starting _____.
My deduction will continue until I notify PLU in writing or by email to cancel.

☐ OPTION 2:

I hereby give authorization for a one-time payroll deduction of \$_____ the month of _____.

Hourly Employees: Your deduction(s) will begin during the first pay period of the month specified, or the following month depending on payroll cycles.

DESIGNATION

☐ PLU Fund student scholarships

☐ Greatest need

☐ Other (department, division, program, etc.) _____

Signature: _____ Date: _____

GIFT ADMINISTRATION

☐ My spouse/partner's employer will match our gift: _____

Company

☐ I would prefer my gift to be anonymous.

If you are submitting this form after Payroll due dates of the month requested, your first payroll deduction will be processed the following month. Gifts to Pacific Lutheran University may be tax deductible as allowed by the IRS. Questions? Please call 800-826-0035 or e-mail advancement@plu.edu.

Please return to the Advancement Office

