

**Juniata Scholarship Fund FY16
Faculty and Staff Giving Form (Including Payroll Deduction)**

NAME: _____

ADDRESS: _____

DEPARTMENT: _____ I am paid (check one): ___Bi-weekly ___Monthly

There are three ways of giving:

I. Payroll Deduction:

(please check one)

- I am not currently enrolled in payroll deduction.
- This is in place of my current payroll deduction.
- This is in addition to my current payroll deduction.

(please check one)

- Payroll deduction - **ongoing**. Deduct my gift(s) each pay period until I notify either Human Resources or the Development Office to increase/decrease the stated amount or to stop the deduction process indicated on this form.
- Payroll deduction - **fiscal year only**: June 2015 – May 2016

Enter amount and designation for each deduction: (example: Deduct \$10 each pay period for the Juniata Scholarship Fund and \$15 each pay period for JClub.)

Deduct \$_____ each pay period for the Juniata Scholarship Fund.
Deduct \$_____ each pay period for _____.
Deduct \$_____ each pay period for _____.
Total \$_____ each pay period.

II. One-Time Payroll Deduction.

- Deduct \$_____ in the following *specific pay period* (s):
_____ for _____
Enter pay period(s) Enter designation

III. A 2015-16 gift is enclosed.

- Check enclosed payable to **Juniata College**.
- Credit Card-- Please charge (circle one): Visa MasterCard Discover American Express
Account #: _____ Exp. Date _____
 - One Time Payment of \$_____.
 - Recurring Payments--Bill my credit card a total of \$_____ monthly through May 31, 2016.
 - \$_____ of total should be given to the Juniata Scholarship Fund.
 - \$_____ of total should be given to _____.
 - \$_____ of total should be given to _____.

Any questions concerning your gift designation should be directed to Susan Sieber x 3112. You may also call her with your credit card information or go online to www.juniata.edu/give.

No goods or services are provided as whole or part consideration for any contributions made by payroll deduction. All payroll deduction contributions are tax deductible as allowed by law.

SIGNED _____
DATE _____

Return this form to the Development Office, Founders Hall.

<p>Office Use Only</p> <p>Payroll Deduction</p> <ul style="list-style-type: none"><input type="checkbox"/> Ongoing--\$_____ total to be deducted each pay period.<input type="checkbox"/> Current Fiscal Year--\$_____ total to be deducted each pay period.<input type="checkbox"/> One-Time \$_____ during _____ pay period.
