



Employee Payroll Deduction Donation Form

Bates Technical College Foundation exists to support student and program success by securing resources through building community relationships and awareness.

Donor Information (please print or type)

| | |
|---|--|
| Name | |
| SID | |
| Department | |
| Extension | |
| Address | |
| City | |
| State | |
| ZIP Code | |
| Email (receipts are emailed electronically, write down preferred email address) | |

Payroll Authorization Information

I hereby authorize deduction of \$_____ from my pay to be sent to the Bates Technical College Foundation. For full time employees one-half of your monthly contribution will come from each paycheck. **Please begin the deduction with paycheck dated _____ (month/year), starting on the 10th or 25th (check one).** This contribution will continue until canceled or superseded in writing. The contribution will be designated for unrestricted use unless otherwise designated.

Signature

Date

Return signed form to: Bates Technical College Foundation, Downtown Campus Room M332. The original form will go to payroll and a copy is saved in the foundation office. To stop your deductions at any time, please contact the payroll office.