



TEXAS A&M UNIVERSITY-SAN ANTONIO  
FOUNDATION

### Employee Payroll Deduction Donation Form

**Privacy Notice:** State law requires that you be informed that you are entitled to: (1) request to be informed about the information collected about yourself on this form (with a few exceptions as provided by law); (2) receive and review that information; and (3) have the information corrected at no charge.

**INSTRUCTIONS** You have an opportunity to contribute to the Texas A&M San Antonio Foundation through payroll deduction. Authorizations received by the 15<sup>th</sup> of the month will normally be processed in the next monthly payment cycle. Texas A&M San Antonio Foundation does not provide goods or services in consideration for contributions by payroll deduction.

Name:	UIN:
Department:	Work Telephone:
Work Address (Include office/suite number:	Email:
Address for Donation Acknowledgement Receipt:	<input type="checkbox"/> Please check if you wish to remain anonymous

Gift Designation	Monthly Amount	Total Amount

I hereby authorize a contribution to Texas A&M San Antonio Foundation through the payroll deduction plan to be withdrawn as follows:

\$ \_\_\_\_\_ to be deducted **monthly** or **biweekly** (check one)  
amount

from each paycheck beginning \_\_\_\_\_  
date

I want to continue this deduction:

until further notice

until the date my total donation reaches \$ \_\_\_\_\_  
amount

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

<b>SUBMIT FORM TO:</b> Advancement Services 1 University Way San Antonio, TX 78224, Suite 435	<b>NEED HELP?</b> Phone: (210) 784-1119 Email: <a href="mailto:foundation@tamusa.edu">foundation@tamusa.edu</a>
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