



Faculty/Staff Payroll Deduction Form

Thank you for your interest in supporting Widener! Please fill out each section of this form. Once completed, save as a PDF and email to **Brian Lewis, Director of Annual Giving**, at balewis1@widener.edu.

Forms must be received by the 8th of each month to be processed that month.

Contact Information (Please Print):

EMPLOYEE NAME: _____ EMPLOYEE ID# _____

TITLE/DEPARTMENT: _____ ALUM YEAR: _____

CAMPUS PHONE: _____ HOME PHONE: _____ EMAIL: _____

HOME ADDRESS: _____ CITY/STATE/ZIP: _____

I AM PAID: MONTHLY BIWEEKLY

Payroll Deduction: (HR requires amounts greater than \$5.00)

Amount to be deducted per pay check: \$ _____ Start Date: _____

Open-ended pledges indicate that you want a specific amount deducted from your paycheck indefinitely, or until you notify the Development Office otherwise. To change or terminate a payroll deduction, please contact Brian Lewis, Director of Annual Giving, at balewis1@widener.edu or ext. 4113.

I wish to end my deduction on _____ (date) or after I have given a total of \$ _____.

To make an outright gift or pledge of future support:

I will send a check made out to Widener University to be used for the designations below.

To give by credit or debit card, visit <http://give.widener.edu>.

Designation Information:

My gift should be directed to the following funds, programs, or initiatives:

For payroll deduction, please indicate amount per paycheck.

\$ _____ Widener Fund

\$ _____ Other school, program, or fund: _____

\$ _____ Other school, program, or fund: _____

\$ _____ **Total** (Amount should correspond to total gift per paycheck.)

Signature: _____ **Date:** _____

You may use an electronic signature for this form. Forms with electronic signatures will receive an email confirmation of receipt.

If you prefer to send a paper copy, please sign and mail to Brian Lewis at Old Main Room 318.

For questions, please contact **Brian Lewis, Director of Annual Giving**, at balewis1@widener.edu or x4113.