



Doing what counts.

Join the Campaign for New Mexico State University

GIFT PAYROLL DEDUCTION AUTHORIZATION FORM

Name:	Banner ID#:	Date:
Department:	Campus Mailing Address (MSC):	Campus Phone:

1 CONTRIBUTION STATUS INFORMATION

PLEASE CHECK ONE:

I currently have a payroll deduction for contribution and this request **replaces** my current deduction.

I currently have a payroll deduction for contribution and this request is in **addition** to my current deduction.

This is a **new** payroll deduction for contribution.

2 CONTRIBUTION DATE INFORMATION

Begin date:

End date Please check one:

Please deduct contribution until cancelled by me.

Please end my deductions on (date):

(E-mail the Advancement Services Office, at giftacctg@nmsu.edu, to cancel gift deductions.)

3 CONTRIBUTION INFORMATION

Please check one:

I would like to contribute \$ per paycheck. (Complete Column A and C in Step 4)

The total of \$ until (date) (Complete Column B and C in Step 4)

(For calculation assistance, please see back of this form)

	Column A	Column B	Column C	(FOR ADVANCEMENT SERVICES)		
	Pay Period Amount	Total Contribution	Purpose For Which Funds are to be Used	Fund Number	NMSU(133)	NMSUF(129)
4 CONTRIBUTION DETAIL	\$ <input type="text"/>	\$ <input type="text"/>			<input type="checkbox"/>	<input type="checkbox"/>
	\$ <input type="text"/>	\$ <input type="text"/>			<input type="checkbox"/>	<input type="checkbox"/>
	\$ <input type="text"/>	\$ <input type="text"/>			<input type="checkbox"/>	<input type="checkbox"/>

I hereby authorize NMSU to deduct from my pay the amounts as instructed above.

Signature: _____

Thank you! Your donation to support the Campaign for New Mexico State University will make a difference in what this university can accomplish in the 21st century.

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TABLE 1 For Employees with 24 Checks	
Amount per Pay Period (\$)	Total Contribution Per Year (\$)
\$5.00	\$120.00
10.00	240.00
20.00	480.00
30.00	720.00
50.00	1,200.00
60.00	1,440.00
70.00	1,680.00
80.00	1,920.00
90.00	2,160.00
100.00	2,400.00
150.00	3,600.00
200.00	4,800.00
300.00	7,200.00
400.00	9,600.00
500.00	12,000.00

TABLE 2 for Employees with 18 Checks (Academic)	
Amount per Pay Period (\$)	Total Contribution Per Year (\$)
\$5.00	\$90.00
10.00	180.00
20.00	360.00
30.00	540.00
50.00	900.00
60.00	1,080.00
70.00	1,260.00
80.00	1,440.00
90.00	1,620.00
100.00	1,800.00
150.00	2,700.00
200.00	3,600.00
300.00	5,400.00
400.00	7,200.00
500.00	9,000.00



The minimum gift payroll deduction is \$2.50/pay period. Academic year employees may elect 18 deductions per year. This form must be received 15 days before the pay date for deduction(s) to change for that pay period. Please retain a copy for your records and submit this form to the Advancement Services Office, MSC 3590. For questions please call (575) 646-1613. Website: <http://giving.nmsu.edu/>

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PLEASE RETURN TO THE SEXUAL & GENDER DIVERSITY RESOURCE CENTER, MSC 30EO
REGENTS ROW, RM. E-200