Payroll Deduction is a quick and easy way to support the University of Richmond. Even small bi-weekly or monthly deductions can grow into significant gifts! Consider the following examples:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| To contribute this amount annually … | … contribute this amount **bi-weekly** |  | To contribute this amount annually … | … contribute this amount **monthly** |
| $50 | $1.93 |  | $50 | $4.17 |
| $100 | $3.85 |  | $100 | $8.34 |
| $150 | $5.77 |  | $150 | $12.50 |
| $200 | $7.70 |  | $200 | $16.67 |
| $250 | $9.62 |  | $250 | $20.84 |
| $500 | $19.24 |  | $500 | $41.67 |
| $1,000 | $38.47 |  | $1,000 | $83.34 |

Please deduct $\_\_\_\_\_\_ per  bi-weekly  monthly pay period until further notice (based on current pay schedule).

Please deduct $\_\_\_\_\_\_\_\_\_\_\_\_ per  bi-weekly  monthly pay period until my pledge of $\_\_\_\_\_\_\_\_\_\_\_ is fulfilled (based on current pay schedule).

Please begin deductions on \_\_\_\_\_\_\_­­­\_\_\_ \_\_\_ (date).

I would like my gift to be designated to:

|  |  |  |  |
| --- | --- | --- | --- |
|  | University of Richmond Annual Fund |  | Robins School of Business |
|  | Richmond College |  | Jepson School of Leadership Studies |
|  | Westhampton College |  | School of Professional and Continuing Studies |
|  | School of Arts & Sciences |  | School of Law |
|  | Spider Club (no benefits) |  | Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name First Middle Last |  | University ID |
|  |  |  |
| Department |  | E-Mail Address |
|  |  |  |
| Signature |  | Date |