



The LSUE Foundation

Payroll Deduction Authorization for LSUE Faculty/Staff Foundation Contributions

Dear Contributor:

If you wish to make a **Single Annual Contribution** to the LSUE Foundation through a one-time payroll deduction, please complete the first section below.

If you prefer to make your contribution as a continuing payroll deduction, please check **Continuing Annual Contribution** and complete EITHER of the options under that heading. The two options allow you to make *monthly* contributions either for the number of months YOU specify or until you give notice IN WRITING for the deductions to stop.

For more information, please contact the LSUE Foundation office at 550-1257 or mlandry@lsue.edu.

I, _____, hereby authorize my employer, until further notice
(PRINT EMPLOYEE NAME)
from me, in writing, to deduct the following contribution(s) from my paycheck.

(Employee Signature)

(LSU ID#)

(Date)

Single Annual Contribution

- Please deduct a **single annual contribution** of \$_____. I understand that this amount will be deducted from the next paycheck processed and will continue to be deducted ONCE every fiscal year unless I notify the LSUE Foundation, in writing, that I wish to discontinue my single annual contribution or change the amount.

Continuing Monthly Contribution

- Please deduct a continuing monthly contribution of \$_____ each pay period for _____ months. I understand that this amount will be deducted starting with the next paycheck processed.
- Please deduct a continuing monthly contribution of \$_____ each pay period until I notify the LSUE Foundation, in writing, that I wish to discontinue my monthly contributions. I understand that this amount will be deducted starting with the next paycheck processed.

All payroll deductions will be deposited in the LSUE Foundation General Fund Account, unless otherwise instructed here. You may choose to designate amounts to other named LSUE Foundation, as follows:

Thank you for wanting to provide academic excellence and enhanced educational opportunities to Louisiana State University at Eunice by contributing to the LSUE Foundation.

Please send signed form to: LSUE Foundation Office (Room 108 Science Building).
CONTRIBUTIONS ARE TAX DEDUCTIBLE – LSUE Foundation 58-2028025