

# Faculty/Staff Giving Form



This form is to be used by UofL employees who wish to make tax-deductible donations to the university. Complete and return to: Fund for UofL, 215 Central Ave. Suite 300, Louisville, KY 40208, or fax to 502-852-7892.

An electronic version of this form can be filled out online by visiting [cardsallin.org](http://cardsallin.org)

## 1. Employee Information Please Print

Name \_\_\_\_\_ Campus Address \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Telephone \_\_\_\_\_ Campus Phone \_\_\_\_\_  
Employee I.D. Number \_\_\_\_\_ Campus Email \_\_\_\_\_

## 2. Gift Designation Information

I wish to make a gift to:

- UofL school, college or library of my choice: \_\_\_\_\_  
 Other (academic dept., scholarship fund, research area, Cardinal Athletics, etc.) \_\_\_\_\_

## 3. Payment Information

### Payroll Deduction

I am paid:  biweekly  monthly

Please deduct \$ \_\_\_\_\_ from my paycheck.

- Please deduct a one-time payment from my paycheck in the next available pay period.

**Example:** deduct a one-time **\$50** donation from my next paycheck. Note that it may take up to four weeks to process this deduction.

- Please make continuous deductions of the amount stated above until I inform Advancement Services to cease or modify the amount.

**Example:** deduct **\$10** from my paycheck starting in the month stated below until I instruct Advancement Services to stop.

- Please deduct the amount stated above for \_\_\_\_\_ pay periods for a total gift of \$ \_\_\_\_\_.

**Example:** deduct **\$10** from my paycheck starting in the month stated below for **10** pay periods for a total gift of **\$100**.

Starting in the month of \_\_\_\_\_

(Allow at least four weeks for processing before deductions can begin).

### Pay Your Gift Over 12 Months

	Monthly Amt. (P&A)	Biweekly Amt. (Classified)
<b>Join the 1798 Society</b>		
\$1,000 (1798 Society Level)	\$83.34	\$38.47
<b>Join the Red &amp; Black Society</b>		
\$500 (Scholars' Club)	\$41.67	\$19.24
\$300 (Carillon Club)	\$25.00	\$11.54
\$100 (Century Club)	\$8.34	\$3.85
\$50 (Friends Club)	\$4.17	\$1.93

### Credit Card

To make a gift using a credit card, please visit [FundforUofL.org/give](http://FundforUofL.org/give).

I reserve the right to modify or terminate this payroll deduction and understand that it is my responsibility to notify Advancement Services at [dealum@louisville.edu](mailto:dealum@louisville.edu) of this action. In the event of my leaving the university, this deduction will cease with my final paycheck.

Signature \_\_\_\_\_ Date \_\_\_\_\_