



**FOUNDATION OFFICE**

Serving YCCD Since 1972

**Gift Authorization Form - Employee Payroll Deduction**

**EMPLOYEE INFORMATION (Please print)**

Name: \_\_\_\_\_ Employee ID# \_\_\_\_\_

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

College/Campus Affiliation: \_\_\_\_\_

Note: If you want your gift to be utilized where needed most, write "unrestricted" in program/scholarship designation line.

<i>For Official Use:</i>		<b>EMPLOYEE PAYROLL DEDUCTION</b>				
Code:	Gift Designation (Program/Scholarship/Campus)	Amount/Month	Effective	Start	Stop	Change
_____	_____	\$ _____	___/___/___	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	\$ _____	___/___/___	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**How to reach us:**

Yuba Community College District  
Foundation Office  
425 Plumas Blvd., Suite 200  
Yuba City, CA 95991

Tel: (530) 749-3868  
Email: [Foundation@yccd.edu](mailto:Foundation@yccd.edu)

- ◆ These forms are available in hard copy at the YCCD Foundation Office.
- ◆ Payroll deductions can be started, changed or stopped at the employee's direction.
- ◆ For assistance contact the YCCD Foundation Office.
- ◆ **Return completed forms to the YCCD Foundation Office.**