

Lewis & Clark Law School



FACULTY & STAFF PAYROLL DEDUCTION REQUEST

(Note: Payroll deduction forms must be signed and received by Advancement Services by the 10th of the month to take effect during the current month's pay cycle. We cannot accept faxes, scans or email requests.)

Name _____ L&C ID _____ Extension _____

1. Payroll Instructions

- ☐ Please **replace** my present payroll deduction
- ☐ Please **enroll** me in the Payroll Deduction Program
 - ☐ Please deduct \$ _____ per month **until further notice** beginning ____/____/____ (mm/yy)
 - ☐ Please deduct \$ _____ per month for _____ (# months) beginning ____/____/____ (mm/yy) for a pledge total of \$ _____

Signature _____ Date _____

Your original signature is required.

2. Gift Designation

- ☐ Law School Annual Fund
- ☐ Law School Student Scholarship Support
- ☐ Law School Faculty Support
- ☐ Other _____

This gift is in honor or memory of a special person.

Name _____ ☐ Honor ☐ Memory

Thank you for contributing to Lewis & Clark Law School through payroll deduction!

Your gift makes a positive impact on our community and the life of our students.

Contact Ross Imbler for any questions: ross@lclark.edu / Ext. 6652

Please print, sign and return this form to the Development Office, LRC 330.

Advancement Services processing	Payroll Department processing
Start date ____/____/____ End date ____/____/____	Entered date ____/____/____ by _____
Entered date ____/____/____ by _____	Notes
Notes	