



**PAYROLL DEDUCTION REQUEST**

**Employee Name** (last, first, middle): \_\_\_\_\_

**People Soft Employee ID:** \_\_\_\_\_

**Department:** \_\_\_\_\_ **If retired, please check box:**

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Giving Designations:		MoCode (if known)
\$ _____	Designation: _____	_____
\$ _____	Designation: _____	_____
\$ _____	Designation: _____	_____

I hereby authorize \$ \_\_\_\_\_ be deducted from each pay period and contributed to the University of Missouri – Columbia as designated above:

- until further notice \_\_\_\_\_ (ongoing until you request it to stop)
- until (specific stop date) \_\_\_\_\_ (minimum of three pay periods)
- until total pledge of \$ \_\_\_\_\_ (is paid in full)
- I wish this gift to qualify me toward Sustaining Membership in the Jefferson Club.*

\* If you are making a multi-year pledge, please sign here \_\_\_\_\_

**Please check one of the following:**

- I am a new payroll donor.
- This is in addition to a current deduction.
- This replaces current deductions

Signature: \_\_\_\_\_ Effective Date: \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please send form to:**  
Mizzou Gift Processing  
109 Reynolds Alumni Center  
Columbia, MO 65211  
573-882-0274  
[www.formizzou.edu](http://www.formizzou.edu)