

The University of Texas at San Antonio

PAYROLL DEDUCTION GIFT FORM

Submit to the Advancement Services Office, JPL 4.02.08. If you have any questions, call extension 5161

Name

UTEID

Department/Office

Home Address

Title

City, State Zip

Work Phone

Home Phone

Work Email

Home Email

I am (circle all that apply) Faculty Staff Alumnus/a

Payroll Deduction:

Amount of gift each month: \$_____ for a total annual deduction of \$_____

Designation: Student Affairs Transformation Fund Account #: 30-0205-0593

I hereby authorize The University of Texas at San Antonio to deduct from my paycheck each month the amount indicated above.

Signature

Date

NOTE: Automatic monthly gift deduction will remain in effect until revoked in writing to the Advancement Services Office by the employee.

An annual statement of your gifts will be automatically provided to you for tax purposes in January.

Your contribution is tax deductible to the extent allowed by law. Please consult with your tax advisor for further information.

For Advancement Services Office Use Only
Original must be forwarded to Payroll Office with a copy retained for processing purposes.

Date received: _____

Date forwarded to UTSA Payroll: _____