



# ACADEMIC SENATE

## PAYROLL DEDUCTION DONATION FORM

Dear Colleagues,

The Solano Community College Academic Senate would like for you to consider making monetary donation. Primarily, donations support senate-related activities not otherwise directly supported by the College, including the Distinguished Faculty Award, Tenure Teas, guest speakers, and sabbatical presentations. Donations may also support the work of senate taskforces, special meetings of the senate, or other senate-related activities. All funds are designated by the senate and/or its executive committee through public meetings, including action by the body, where appropriate. We greatly appreciate any amount you donate and thank you for your support.

*Academic Senate*

### EMPLOYEE INFORMATION

First Name: \_\_\_\_\_ Last Name \_\_\_\_\_

Employee ID: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

### NEW DONATION

I authorize a pledge of \$ \_\_\_\_\_ per pay period beginning \_\_\_\_\_ through a payroll deduction. I understand that this payroll deduction shall remain in force until I revoke it by notice to SCC.

### REVISION TO EXISTING PAYROLL DEDUCTION

I authorize a payroll deduction increase of \$ \_\_\_\_\_ for a total deduction of \$ \_\_\_\_\_ per pay period beginning \_\_\_\_\_

### DONATION CANCELATION

Cancel my deduction of \$ \_\_\_\_\_ as of \_\_\_\_\_.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

PLEASE RETURN COMPLETED FORM TO

Solano Community College Payroll

4000 Suisun Valley Road

Fairfield, California 94534