

Monthly Payroll Contribution Form

OSU Food Drive

Step 1. Complete this form to donate through the OSU Payroll Office.

Step 2. Please send this completed original form by **February 28, 2017** to the address below. Your donation will be counted towards your department's food drive contributions.

University Events | OSU Food Drive
209 Adams Hall
Corvallis, OR 97331

Authorization for Direct Payroll Contribution

Last Name First Name Middle Name

OSU Employee ID Number Check one: 12-month Employee 9-month Employee

University Department Department Address

I authorize Oregon State University, as my employer, to transfer \$ _____ (minimum donation is \$5/month, must use whole dollar amount) from my paycheck each monthly pay period to Linn Benton Food Share. I understand that this transfer will begin with the March 2017 pay period and continue monthly unless I terminate it by written request to the OSU Payroll Office.

Employee Signature Date Signed

(Optional) For the food drive competition, note the name of the unit you would like credited for your donation: _____

Thank you!

All gifts are tax deductible to the full extent allowed by law. The account number of Linn Benton Food Share's bank and your monthly contribution will appear in the Net Pay Distribution box of your Earnings Statement or check pay stub.

