**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 form by February 25, 2022 to the address below. Your deduction donation will count toward your department’s food drive contributions.

University Events | OSU Food Drive

A402 Kerr Administration Bldg Corvallis, OR 97331 or email [shelly.signs@oregonstate.edu](mailto:shelly.signs@oregonstate.edu)

Date Signed

Employee Signature

donation is $5/month, must use whole dollar amounts) from my paycheck each monthly

pay period for Linn Benton Food Share. I understand this deduction will begin with the March 2022 pay period and continue monthly until I terminate it by written request to the OSU Payroll Oﬃce.

If I am currently contributing to the Food Drive via Direct Deposit, by submitting this document that action will be replaced by a payroll deduction going forward.

(minimum

I authorize Oregon State University as my employer, to deduct $

Name of unit you want credited for your donation.

University Department

OSU Employee ID Number

Middle Name

First Name

Last Name

**Authorization for Payroll Deduction**

**Thank you!**

The Food Drive deductions for Linn Benton Food Share are tax deductible to the full extent allowed by law. The amount deducted will appear on your monthly Earning Statement.