

Classified Senate  
Santa Rosa Junior College

**How does Voluntary Payroll Deduction work?** Santa Rosa Junior College's Voluntary Payroll Deduction Program allows you to make a significant gift to SRJC by dividing your contribution into smaller portions paid throughout the year. Each month your donation to the SRJC Foundation will be deducted automatically from your paycheck. Voluntary Payroll Deduction is an affordable way to make a difference for those programs or scholarships you wish to support. An annual statement, for your tax records, will be mailed for the previous calendar year's payroll deduction gift(s).

**GIFT INFORMATION:**

Yes, I wish to support the Santa Rosa Junior College  
Classified Senate Program Fund (6016-4600)

- New monthly deduction
- Add to my current deductions
- One-time deduction

I would like to donate \$ \_\_\_\_\_ /month

**As little as \$3/month can make a huge difference to our program**

Payroll Deduction    Gift Total

\$ 3.00	x	12 months	\$36
\$ 5.00	x	12 months	\$60
\$ 7.50	x	12 months	\$90
\$10.00	x	12 months	\$120
\$15.00	x	12 months	\$180
\$20.00	x	12 months	\$240

**EMPLOYEE INFORMATION:**

Name \_\_\_\_\_ Campus/Dept \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ SSN Last 4 digits \_\_\_\_\_ Effective Date \_\_\_\_\_

**Please sign, date and forward the entire form to the SRJC Foundation for processing.**

You will receive confirmation of receipt once the paperwork is processed.

If you have any questions about the Voluntary Payroll Deduction Program at the Foundation, please contact Karen Brooks, Account Specialist [kbrooks@santarosa.edu](mailto:kbrooks@santarosa.edu) .

Employee's Signature \_\_\_\_\_ Today's Date \_\_\_\_\_

On behalf of the Classified Senate, thank you for your gift. To get more information about the senate, you can find us online at [http://www.santarosa.edu/faculty\\_staff/classified-senate/](http://www.santarosa.edu/faculty_staff/classified-senate/) or contact Debbie Weatherly, Classified Senate President at [dweatherly@santarosa.edu](mailto:dweatherly@santarosa.edu) .