



Joliet Catholic Academy
Annual Giving
EMPLOYEE PAYROLL DEDUCTION AUTHORIZATION

Please mark one of the following:

- Initiate Payroll Deduction
 Change Payroll Deduction
 Terminate Payroll Deduction

Gift Information:

I authorize JCA to initiate a payroll deduction, change a payroll deduction, or terminate a payroll deduction, as appropriate based on the Payroll Deduction Option I checked above.

I authorize JCA to deduct \$ _____ per pay period from my paycheck for use as designated below. Multiple checked boxes will divide gift evenly among all selected funds, unless otherwise specified.

- School's Greatest Need
 Tuition Assistance
 Specific Department or Program Area *(please specify)* _____

Faculty/Staff Donor Information and Authorization:

Employee Name: _____ Department: _____

Signature: _____ Date: _____

Your contribution is tax-deductible as allowed by law. You will receive an end-of the year charitable gift statement in January for tax purposes.

Please return completed form to Sue Borella in the Development Office.

Copy to Business Office Processed on: _____ Effective: _____

Thank you!