

# EMPLOYEE PAYROLL DEDUCTION

**Instructions:** Please return completed form to the TMCC Foundation Office located in the Red Mountain Building, room 200 J. If you have any questions, please call the Foundation at 775-674-7648.

<input type="checkbox"/> <b>New Payroll Deduction</b> <input type="checkbox"/> <b>Change Existing Payroll Deduction</b>			
<b>Employee Information</b>			
Employee ID	First Name	Middle Name	Last Name
Employee Title		Email Address	
TMCC Department		Location/Office	Phone Number
Home Address: Street		City	State      Zip Code
I request that \$ _____ per month be deducted from my Truckee Meadows Community College payroll check in support of the TMCC Foundation.			
<b>Commencement of Payroll Deduction</b>			
<input type="checkbox"/> <b>Professional Staff:</b> I wish the deductions to begin with my paycheck for the month of _____ (due to payroll cut off dates, deductions may start one month later than requested).			
<input type="checkbox"/> <b>Classified Staff:</b> The deduction will be taken from the paycheck on the 25th of each month.			
<b>Please designate my contribution to the following:</b>			
<input type="checkbox"/> Faculty & Staff Innovation Grants <input type="checkbox"/> Faculty Education Fund <i>(scholarship for classified employees and families)</i> <input type="checkbox"/> TMCC Student Scholarships <input type="checkbox"/> Student Emergency Resource Fund <input type="checkbox"/> Veterans Resource Center <input type="checkbox"/> Part-Time Faculty Fund		<input type="checkbox"/> Health Sciences Program <input type="checkbox"/> Applied Technology Programs <input type="checkbox"/> Classified Council Fund <input type="checkbox"/> Educational Excellence <input type="checkbox"/> Success First <input type="checkbox"/> Athletics	
If you are interested in supporting another area, please contact the Foundation at 775-674-7648.			
Signature			Date

**Thank You for Your Support!**