

K-STATE DAY OF GIVING APRIL 9, 2025

Kansas State University Payroll Deduction Authorization Form

Employee name: _____
 (please print) First Last

Employee ID*: _____
 (*required)

The Kansas State University Foundation is authorized to deduct from my paycheck the following:

- Please deduct my gift in installments of \$ _____ from my biweekly paycheck beginning on the pay date April 13, 2025 and continue this deduction
 - until further notice
 - for _____ pay periods for a total contribution of \$ _____.

- Please stop my existing payroll deduction.

Scan here to learn more about K-State Day of Giving!



Fund name: _____	Fund number: _____	Amount: \$ _____
Fund name: _____	Fund number: _____	Amount: \$ _____
Fund name: _____	Fund number: _____	Amount: \$ _____
Fund name: _____	Fund number: _____	Amount: \$ _____

Don't know the name or number of the fund you'd like to give to? Call 785-775-2400 or email giving@ksufoundation.org to learn more about the areas on campus you can impact!

Total KSUF Contribution Amount: \$ _____

I acknowledge that all Kansas State University payroll deduction contributions are considered voluntary. I acknowledge that it is my personal responsibility to ensure my pledge listed above is being fulfilled. I understand that if at any time I do not have net pay sufficient to cover the deduction, Kansas State University will remove or reduce the deduction and notify me. This authorization is effective until I submit a subsequent STOP authorization.

Signature: _____ Date: _____

NOTE- from MARCH 19-APRIL 8:

If filling this form out online, please save and email to Dana Suther at the KSU Foundation (danas@ksufoundation.org) for processing. Paper forms can be delivered to Dana Suther at the KSU Foundation (1800 Kimball Ave., Ste. 200, Manhattan, Kansas 66502).

APRIL 9:

Forms can be emailed or hand-delivered as stated above, but also can be filled out at the K-State Union during 10:00 am - 2:00 pm

****FORMS RECEIVED AFTER 11:59 PM ON APRIL 9 WILL NOT COUNT TOWARD DAY OF GIVING.**