



**VPS Staff Campaign (employee giving program)
Authorization for Payroll Deduction**

Select one of the following options to return form:

- 1) Complete fillable form, save form, send as attachment to Staff.Campaign@vansd.org.
 - 2) Or, print and return completed form to VPS Payroll Dept. or scan and email to Staff.Campaign@vansd.org.
- For questions contact Melinda Cannell, melinda.cannell@vansd.org, ext. 4734.

EMPLOYEE INFORMATION

First Name _____ Last Name _____
 Employee ID# _____ Primary Building Assignment _____
 Home Address _____ City _____ ST _____ Zip _____
 Work Email _____ Personal Email _____
 Preferred Phone _____ Mobile Home Work

DONATION OPTIONS

I authorize and request that the amount(s) below be deducted from my paycheck and be remitted to the organization(s) I have selected.

Foundation for Vancouver Public Schools Monthly Payroll Deduction (Jan-Dec 2023) in the amount of: \$ _____ One-Time Payroll Deduction (Jan 2023) in the amount of: \$ _____		My total annual gift to the Foundation for VPS: (\$ amount X number of pay periods) \$ _____
Citizens Committee for Good Schools Monthly Payroll Deduction (Jan-Dec 2023) in the amount of: \$ _____ One-Time Payroll Deduction (Jan 2023) in the amount of: \$ _____		My total annual gift to the Citizens' Committee for Good Schools: (\$ amount X number of pay periods) \$ _____
United Way of the Columbia-Willamette Monthly Payroll Deduction (Jan-Dec 2023) in the amount of: \$ _____ One-Time Payroll Deduction (Jan 2023) in the amount of: \$ _____		My total annual gift to the United Way of the Columbia Willamette: (\$ amount X number of pay periods) \$ _____

My Spouse/Partner is employed by a company that may match my donation: Company Name _____

By entering my name below, I confirm that the information I have entered is correct to the best of my knowledge and I hereby authorize Vancouver Public Schools to deduct the amount(s) entered from my paycheck. I understand I may cancel my authorization for payroll deduction in writing at any time. The organizations participating in the VPS Employee Giving Program (aka Staff Campaign) do not provide goods or services for any donations received via this form. I acknowledge that employee giving through payroll deduction is a benefit of employment and does not imply endorsement by VPS for any non-profit beneficiaries. Donations are fully tax deductible as allowed by law. Please consult with your tax advisor for questions.

SIGNATURE REQUIRED TO AUTHORIZE YOUR GIFT

 Type or sign your name on the line above

 Date