



# EMPLOYEE PAYROLL DONATION FORM

**PAYROLL USE ONLY**  
**FSC1 (10mo)**  
**FSCF (12mo)**  
**To Payroll**  
**RE**

Yes! I wish to support student success by contributing to the SWC Foundation's Employee Giving Campaign!

Name \_\_\_\_\_ Employee ID \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_

Department Name \_\_\_\_\_ Department Room Number \_\_\_\_\_

This is a:       **New Payroll Donation**                       **Update to an Existing Payroll Donation**

**I wish to make my gift anonymously.** (This gift will not be recognized publicly)

**Please designate my gift towards the following fund(s):**

Fund	Description of Need	Monthly Payroll Deduction
<b>General</b>	Provides funding to support a variety of programs in the areas of greatest need, including SODA scholarships, campus Mini Grants, and more.	\$
<b>SWC Cares Emergency Grant</b>	Provides funding to students facing unforeseen financial hardships	\$
<b>Jag Kitchen &amp; Food Pantry</b>	Provides funding for free food to SWC students struggling with food insecurity. Please circle which food pantry you would like to support: CV Campus    NC Campus    SY Campus	\$
<b>OTHER (List Choice)</b>		\$
	<b>TOTAL AMOUNT TO DEDUCT MONTHLY</b>	\$

I hereby authorize and request that Southwestern Community College District Payroll Office deduct the amount designated above from my paycheck each pay period and remit the withheld amount to the designated program of the Southwestern College Foundation. This authorization will start on the next pay period and will continue in effect until termination of my employment with SWC or submission of a Cancel Payroll Donation Form. I understand that my selections made on this form will supersede any previous Payroll Donation information I have submitted in the past.

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Your contribution is tax-deductible as allowed by law. Please consult your tax advisor. TAX ID #95-3794927  
 All donations will be tracked and receipted, via employee payroll advice.

**Please return completed form to:**  
 Southwestern College Foundation, c/o Erica Johnson  
 900 Otay Lakes Road Room 101, Chula Vista, CA 91910