

2021 EAST TENNESSEE STATE UNIVERSITY EMPLOYEE CHARITABLE CAMPAIGN

PLEDGE FORM – Easy as 1, 2, 3...

1. Provide us with information about you, the donor
2. Select one or more recipient charities and your gift amount
3. Authorize your deduction

STEP #1 DONOR INFORMATION

Name _____	Employee ID# (E#): _____ (Used for payroll purposes only)	
Institution Name _____		
Department _____	Phone Number () _____ - _____	
<input type="checkbox"/> Please acknowledge my gift.		
<input type="checkbox"/> Retiring this year? Please check this box if you would like to receive further communications from your favorite charity, and be sure to provide your address and/or email, below.		
Your favorite charity(ies) would like to thank you for your gift but cannot unless you provide your home address and/or email. If you choose not to complete this portion, your gift will be anonymous.		
_____ Street		
_____ City	_____ State	_____ Zip Code
_____ Home Email Address		

STEP #2 CHARITY AND GIFT DESIGNATION

Please designate organization(s) and payroll deduction amount(s) below to 1 or more charitable organizations.

		(Jan-Dec 2022)	(Jan 2022)
_____ Organization Name	_____ 6-digit code	\$ _____ Amount per pay period	\$ _____ OR One Time Gift
_____ Organization Name	_____ 6-digit code	\$ _____ Amount per pay period	\$ _____ OR One Time Gift
_____ Organization Name	_____ 6-digit code	\$ _____ Amount per pay period	\$ _____ OR One Time Gift
Total per pay period = \$ _____ X _____ pay periods = \$ _____ Annual Gift			

STEP #3 AUTHORIZE YOUR DEDUCTION

I authorize my payroll deduction as indicated on this pledge form (signature required below).

Authorized Signature _____ Date _____

Thank You!