

Please visit [www.sunypoly.edu/foundation/employee-giving](http://www.sunypoly.edu/foundation/employee-giving) to make your gift online.

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Home Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_

### Step One – Payment Options

#### Option 1: Payroll Deduction

I give the SUNY Poly Foundation permission to direct \$\_\_\_\_\_ per pay period for the purpose(s) indicated below until further notice.

I give SUNY Poly Foundation permission to direct a total amount of \$\_\_\_\_\_ annually over 26 pay periods starting the following pay period for the purpose(s) indicated below.

#### Suggested Amounts

#### Per Pay Period Annual Gift

\$57.70	\$1,500
\$38.47	\$1,000
\$19.24	\$500
\$14.04	\$365
\$9.62	\$250
\$3.85	\$100
\$2.00	\$52

#### Option #2: Direct Gift

My gift of \$\_\_\_\_\_ is enclosed. (Check payable to SUNY Poly Foundation)

I would like to make a recurring gift of \$\_\_\_\_\_ for the following duration:

Monthly (for 1 year)

CC# \_\_\_\_\_

Exp. \_\_\_\_\_ CV \_\_\_\_\_

### Step Two – How to use my Gift

- SUNY Poly Annual Fund
- Student Scholarships
- Student Emergency Fund
- General Wildcat Athletics/The Kevin Grimmer Fund

- Academic Program: \_\_\_\_\_
- Athletic Team Designation: \_\_\_\_\_
- Other Designation: \_\_\_\_\_

### Step Three – Other Information

This gift is made in honor/memory of (circle one):

\_\_\_\_\_

I have remembered the SUNY Poly Foundation in my estate plans.

I would like more information about including the SUNY Poly Foundation in my estate plans.

\*To the Office of the State Comptroller: I hereby authorize you to deduct from each of my biweekly checks the deduction amount indicated above for the purpose of contributing to a campus-related Foundation and to transmit such withholding amount to the organization. I understand the authorization may be revoked at any time by written notice filed with my payroll office.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The SUNY Poly Foundation is a 501c3 not-for-profit organization (EIN 23-7412413). All gifts are tax deductible as allowed by law.

Please return this form to: SUNY Poly Foundation, 100 Seymour Rd., Utica, NY 13502 or email [foundation@sunypoly.edu](mailto:foundation@sunypoly.edu)

**Thank you for your gift!**