Great Basin College
Employee Contribution Form (via payroll deduction)

It's easy and automatic—a way to give regularly without having to write that check or complete an online transaction!

GBC
GREAT BASIN COLLEGE
FOUNDATION

*Great Basin College Foundation is a non-profit corporation within all of the provisions of the United States Internal Revenue Code Section 501(c)(3). Contributions benefit the students and programs of Great Basin College and are tax deductible.

Contact Information:

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Personal Phone: _____

Email: _____

☐ I would like my gift to be anonymous

Please use my gift to support:

☐ Unrestricted Use

☐ General Scholarship Fund

☐ Other Scholarship Name: _____ #_____
   (please see: http://www.gbcnv.edu/foundation/scholarships.html for current list)

☐ Program/Department: _____

Please deduct $ _____ from each paycheck effective next pay period.
   (Amount of your choosing. Once a month for Professional employees, twice per month for Classified employees. Your payroll report and this document are sufficient IRS documentation, but we will also send a thank you at the end of each calendar year!)

Employee ID Number: _____ (for Payroll Department).

I understand that by giving through payroll deduction I must submit a new form to change or discontinue my deductions. *(The Internal Revenue Service considers any benefits given in recognition of charitable gifts as a reduction in the value of the gift. Unless otherwise noted on my end of year receipt, no goods or services will be provided in conjunction with my contribution. Please consult your tax advisor for further information.)*

Employee Signature: _____

Date: _____

Submit completed form to: *gbcf@gbcnv.edu* or drop by our office.

We will ensure a copy is forwarded to the GBC HR Department on your behalf.

Thank you for your personal investment!

A LITTLE BIT GOES A LONG WAY!

$5/month = $60 annually

$15/month = $180 annually

$25/month = $300 annually

$40/month = $480 annually

$60/month = $720 annually

$80/month = $960 annually

Please direct questions to:

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gbcf@gbcnv.edu