



# Revocation of Payroll Deduction

## WIU Foundation

To: WIU Foundation Office, Sherman Hall 303      I am paid:  Monthly     Semi-monthly     Bi-Weekly

**Please discontinue the following payroll deduction.**

Deduction For: \_\_\_\_\_      Amount Deducted Per Pay Period: \$\_\_\_\_\_

ORGANIZATION

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

LAST

FIRST

MIDDLE

Street: \_\_\_\_\_      City: \_\_\_\_\_

WIU ID Number: \_\_\_\_\_

**EFFECTIVE WITH THE \_\_\_\_\_ PAYCHECK.**

DATE

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

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## General Information

This form is used to revoke/stop deductions currently being made through payroll to the WIU Foundation. If this form is not completed and returned to the Foundation, your payroll deduction will continue in perpetuity.

Please note, the effective date above will be enacted only if the form is completed prior to Payroll's cutoff date to make the change effective by the elected date. If there is not ample time to process the changes by the effective date above, the change will go into effect in the following pay period.

Please return to:      WIU Foundation, Sherman Hall 303  
Western Illinois University  
1 University Circle  
Macomb, IL 61455

For more information or assistance in completing this form, please contact Gift Processing at 309-298-1861.