

**Voluntary Payroll Deduction Authorization Form**  
**For Charitable Contributions to the Kaneland Foundation**

To contribute, complete this form, print, sign and return it to the  
Payroll Department.

Name (Please Print) \_\_\_\_\_

Email \_\_\_\_\_

School \_\_\_\_\_

Phone \_\_\_\_\_

**I would like to donate to the Kaneland Foundation through a payroll deduction in the following manner:**

- Please deduct \$3.02 each pay period (Get it?!).
- Please deduct \$5.00 each pay period.
- Please deduct OTHER \$ \_\_\_\_\_ each pay period.
- Please deduct \$ \_\_\_\_\_ as a one-time donation ONLY, to be withdrawn the pay period following submission of this form.

***I hereby request and authorize the payroll office of Kaneland School District 302 to deduct the amount stated above from my paycheck as a charitable contribution to the Kaneland Foundation. I understand that this deduction will begin immediately and continue as stated above until I notify the Kaneland Foundation Executive Director in writing, by email to: [foundation@kaneland.org](mailto:foundation@kaneland.org), that I no longer wish to donate to Kaneland Foundation.***

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The Kaneland Foundation is an independent, non-profit, community-based organization. Its purpose is to acquire and distribute funds to support academic excellence through innovation within the Kaneland School District. The Foundation supports initiatives that are beyond the scope of the agency's budget and will actively seek donations, grants and government funds.

Kaneland Foundation is an approved 501(c)3 public charity. All donations are tax deductible to the full extent of the law and will be used to carry out the tax-exempt purposes of the Foundation.