

Phone: 924-1799

## **Donation Deposit Form**

Please type or print and complete form in ink. Include the Deposit Form with cash, checks, and credit card information. Incomplete information may result in a delay of crediting funds to your account. For cash donations, please complete a separate Cash Donor Information form.

Date:	Summary:				
Account Name:	Cash				
Account Number:	Checks				
Department + Zip:	Credit Cards*				
<b>Contact Person:</b>	Total				
<b>Contact Phone:</b>	* Attach original card holder authorizations				
Type of Deposit (ple	ease check):				
☐ Donations	A voluntary gift or, contribution where the donor receives nothing of material value in return such as fundraising gift, response to alumni newsletter solicitation, etc.				
Please describe and attach documentation if available:					
State donor condition	ns/restrictions if applicable:				
☐ Non-donation	Receipt of fees from philanthropic-related events such as college banquets, athletic activities, memberships, auction items, raffles, Tower Award, etc.				
Please describe and attach documentation of activity:					
Submit to: Advancement Servic Clark Hall, 3rd Floor,					

Rev 12/18



## **Deposit Summary**

Cash Donor Information (Required to generate donor receipts)

INDIVIDUAL'S NAME	ADDRESS		TELEPHONE	AMOUNT
CORPORATION NAME	ADDRESS	TELEPHONE	PRIMARY CONTACT	AMOUNT
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FOUNDATION NAME	ADDRESS	TELEPHONE	PRIMARY CONTACT	AMOUNT
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ORGANIZATION NAME	ADDRESS	TELEPHONE	PRIMARY CONTACT	AMOUNT
			Total Cash This Page	