

DONOR INFORMATION

TITLE NAME AND ADDRESS OF INDIVIDUAL OR CORPORATE DONOR (for corporate or foundation gift, include name and business title of contact person)

DONOR TYPE

Mr. Mrs. Ms. Miss
Phone:
Contact name:
Contact business title:

- Alumnus/Alumna
Parent
Individual
University employee: Faculty Staff
Corporation
Foundation
Other

Name and address specified above supersedes all previous records. Please note your files accordingly.

GIFT INFORMATION (attach any correspondence from donor related to gift)

AMOUNT \$ Type: Personal check Corporate/organization/bank check Currency Other

Credit card - VISA MASTERCARD Card No. Expiration Date

SECURITIES, STOCKS: Name No. shares Book value \$

GIFT-IN-KIND (listed as state property unless indicated otherwise)

Estimated Fair Market Value \$ Location

Description (if not included in donor correspondence)

attach documentation indicating the basis for the amount listed as the Fair Market Value.

GIFT DESIGNATION (indicate all gift designations set by donor)

Donor wishes gift to be used for: Department/School/Program/Scholarship (name)

Credit gift to: Development Fund No. Name

Foundation Account No. Name

Additional Instructions

May the university publish receipt of gift in university reports? Yes No

- Due to the conditions under which this gift was made, it would not be appropriate to acknowledge this gift.
The area administrator has been consulted on those gifts that have maintenance, remodeling or special space requirements.

Submitted by School/Department Extension Date

Forward top page, along with gifts or correspondence, to the Office of Development (located in AD-104).

The Office of Development assumes gifts reported on this form have been acknowledged by the receiving department.

Note: A one-time 5% cost-recovery fee will be deducted automatically from the gift principal as described in option 3 of the Policy on the Recovery of Development Operating Costs from Private Gifts (see reverse) unless receiving department instructs the Office of Development to provide the required 5% amount through another method.

FOR DEVELOPMENT OFFICE USE ONLY

1 copy has been sent to the Foundation because the gift has been designated for the Robert V. Fullen An Museum

Partnership 2000 Campaign for Other (specify)

1 copy has been sent to Property if equipment has a value of \$500 or over.

(Please list GIK# for all GIKs.) GIK