



SECTION I - DONOR INFORMATION

Donor Name	Constituent ID (if known)
Donor Address	
Contact Information <small>(For corporate donations: please list contact person and contact's telephone number)</small>	Individual <input type="checkbox"/> Joint with Spouse <input type="checkbox"/> Corporate <input type="checkbox"/>

SECTION II - GIFT INFORMATION

Item 1	Amount: \$	Pledge Payment <input type="checkbox"/>	Check <input type="checkbox"/> Check Number:	Cash <input type="checkbox"/>
	Gift Designation	Project Name:		
		Project ID (if known):		
Fair Market Value (if applicable)		Amount \$		
Item 2	Amount: \$	Pledge Payment <input type="checkbox"/>	Check <input type="checkbox"/> Check Number:	Cash <input type="checkbox"/>
	Gift Designation	Project Name:		
		Project ID (if known):		
Fair Market Value (if applicable)		Amount \$		
Item 3	Amount: \$	Pledge Payment <input type="checkbox"/>	Check <input type="checkbox"/> Check Number:	Cash <input type="checkbox"/>
	Gift Designation	Project Name:		
		Project ID (if known):		
Fair Market Value (if applicable)		Amount \$		
Other Comments				

SECTION III - FORM SUBMITTED AND PREPARED BY

Name (Print)	Signature	Date
Contact Information (Phone)		

Notes:
 I certify that the donor's intent is for the donation listed above be designated to the project as indicated. Unless documented on the form there were no goods or services provided to the donor in exchange for their donation.

- When goods or services are received in exchange for the gift (examples: event attendance, advertising with sponsorship, sale of auction items, etc.), the information listed above must be completed in order to properly acknowledge the donor.
- Documentation supporting the Fair Market Value should be attached. Please refer to Foundation policies.
- All correspondence and Related documentation must be attached.
- Incomplete or inaccurate forms may cause delays in processing.