DONATION FORM
Cash

Please submit form to the Business Department to add the below items to the board meeting agenda for formal acceptance by the Board of Trustees.

Submitted by _____ Date _____

School/Department _____ Date Approved _____

Donated to _____

Donated by _____

Contact Name _____

Address _____

_____

Phone number _____ Email _____

No goods or services have been provided for these items. Please list donated item(s) below.

DESCRIPTION OF HOW FUNDS WILL BE USED	CHECK#	AMOUNT	COMMENTS	OBJECT CODE TO DEPOST INTO

Revised 2.28.17