

GIFT/DEPOSIT TRANSMITTAL FORM

(For transmittal of 20 items or less; use additional transmittal forms if more than 20 items)

Date of Transmittal: _____

Contact Name: _____

Univ. Dept. or Org: _____

Phone Number: _____

Account Name _____ Number: _____

Contact Email: _____

These Items are:
(Check ONE)

- ☐ Checks or Cash
☐ Credit Card Charges

(Do not mix checks/cash and credit card charges on the same transmittal form.)

These Items are:
(Check ONE)

- ☐ Contributions
☐ Other Deposits

(tax-deductible items.)

(non tax-deductible items. Describe specific purpose and justification below. Please refer to Sec. 4.1 of the KU Endowment Fund Administration & Use Handbook to determine appropriateness of directing non-contribution deposits to KU Endowment.)

Will this contribution provide funding to a researcher, or a family member of a researcher, who have a financial or business relationship with the donor? ☐ YES ☐ NO

Explanation of Deposit: _____

Deposit Amount: Checks: \$ _____ Cash: \$ _____ Total Checks + Cash: \$ _____

Credit Card Charges: \$ _____

Donor/Payor Name(s):

Address (if not on attached materials):

Contribution
Amount:

Other
Amount: