

## CSFPF Detailed Gift Deposit Form

Deposit # \_\_\_\_\_

*CSFPF Use Only*

*For more information visit <http://www.fullerton.edu/foundation>*

► Deposit Date

► Account Number

► Account Name

► Primary Account Signer

► Room #/Phone/Ext

► Deposited by

► Room #/Phone/Ext

**Please submit deposits in a timely manner and complete all requested information. Deliver deposits to CSFPF in CP850.**

### DONOR/GIFT INFORMATION

*A donor may deduct only that portion of the gift that exceeds the fair market value of any goods or services received in connection with the gift. Completing the information requested below will enable CSFPF to provide accurate and timely receipts to the University's donors.*

<b>Donor Info</b>	► Donor Type (Check one) <input type="radio"/> Friend <input type="radio"/> Alumnus <input type="radio"/> Parent <input type="radio"/> Faculty/Staff <input type="radio"/> Corp/Business <input type="radio"/> Foundation		
► Donor Name <input type="text"/>	► Advance ID (if known) <input type="text"/>		
► Donor Address <input type="text"/>		► New Address? <input type="radio"/> Yes	
<b>Gift Info</b>	► Gift Amount \$ <input type="text"/> ► Pledge Payment? <input type="radio"/> Yes - see note section below		
► Goods/Services Received? <input type="radio"/> Yes	► Description (If yes) <input type="text"/>	► Value G/S Rec'd \$ <input type="text"/>	
<b>Payment Info</b>	► Type of Payment (Check one) <input type="radio"/> Cash/Coin <input type="radio"/> Check <input type="radio"/> Credit Card		
► Credit Card # <input type="text"/>	► Security Code (required) <input type="text"/>	► Exp Date <input type="text"/>	► CC Type <input type="text"/>
► Name on card, if different from payee and/or company name if company card <input type="text"/>		► Company Card? <input type="radio"/> Yes	
► Address for card, if different from above (Address required for all credit card transactions) <input type="text"/>			
<b>Other Info</b>	► Appeal Code <input type="text"/> ► Campaign Code <input type="text"/> ► Matching gift form attached? <input type="radio"/> Yes		
► Associated credit? <input type="radio"/> Yes - see note section below			
► Associated type (Check one) <input type="radio"/> Spouse/Sig Other <input type="radio"/> In honor of <input type="radio"/> In memory of <input type="radio"/> Donor-advised fund <input type="radio"/> Donor-owned company <input type="radio"/> Preapproved other (explain below)			
► Associated donor info <input type="text"/>		► BSR ID (if known) <input type="text"/>	
► Special instructions, multiple deposit allocations, non-gift transaction associated with gift deposit, requests, associated credit info, and other notes:			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			

**Notes** For all pledge payments (excluding telefund pledges), gift agreements should be on file with the gift administrator prior to deposit. For "in honor of" and "in memory of" gifts, if no entity exists on the donor database, associated info will be stated in the notes section of the gift entry. One time and special associated credit must be preapproved by UA AVPs.