

Development Departmental Gift Transmittal Form

From: (Name & Dept.) _____

To: _____

Date: _____

Re: (Donor/Amt. of Gift) _____

\$ _____

Please deposit the gift/donation to:

Account Name: _____

Account Number: _____

Departmental Contact Person: _____

Comments/Special Instructions:

Do not mark below this line. For Development Office use only.

Received Date: _____

CBA Development

Initials: _____