

T: 657-278-2786 F: 657-278-7666 <http://foundation.fullerton.edu>

This form is used to deposit gift and non-gift related funds to a Foundation Account. All individuals collecting monies on behalf of the Foundation must deposit the funds within **five (5) business days** of receipt. Please provide details and supporting documentation with the deposit form, and submit to Gift Processing in CP-850.

**PREPARER'S INFORMATION**

Preparer's Name: \_\_\_\_\_ Phone/Ext.: \_\_\_\_\_ Date: \_\_\_\_\_

**DEPOSIT INFORMATION**

Deposit Type: \_\_\_\_\_ Deposit Amount: \_\_\_\_\_ Benefit Value: \_\_\_\_\_

Collection Method: \_\_\_\_\_ Payment Method: \_\_\_\_\_ #: \_\_\_\_\_  
(provide check #)

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Sec. Code: \_\_\_\_\_  
(Pre PCI DSS compliance, card # **MUST** be written in, **NOT** typed.)

Name on Card: \_\_\_\_\_ Card Type:  Personal  Company  
(if different from Entity Name below)

Card Address: \_\_\_\_\_

Acct #: \_\_\_\_\_ Acct Name: \_\_\_\_\_  New Foundation Acct (attach New Account Form)

**ENTITY INFORMATION**

Entity/Donor Name: \_\_\_\_\_ RE ID #: \_\_\_\_\_  New RE ID  
(if applicable)

Address (if different in RE): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**GIFT INFORMATION**

Pledge #: \_\_\_\_\_ Appeal ID: \_\_\_\_\_

Opportunity Name: \_\_\_\_\_

In Memory - Credit RE ID: \_\_\_\_\_  In Honor - Credit RE ID: \_\_\_\_\_

Soft Credit Name: \_\_\_\_\_ RE ID: \_\_\_\_\_ Affiliation: \_\_\_\_\_

Comments/Notes: \_\_\_\_\_

Staff Name for Gift Credit: \_\_\_\_\_ RE ID: \_\_\_\_\_

**NON-GIFT INFORMATION**

Supporting documentation is required for all non-gift deposits:

Non-Gift Type: \_\_\_\_\_ Detail Purpose: \_\_\_\_\_  
(i.e. name of event, item(s) sold, reimbursement details, etc.)

Comment/Notes: \_\_\_\_\_

I acknowledge the deposit information above is complete and the necessary supporting documentation is attached for processing.

**Gift Processing/CSFPF Use Only**  
Deposit Slip #: \_\_\_\_\_

Signature \_\_\_\_\_ Print Name & Title \_\_\_\_\_ Date \_\_\_\_\_