

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

This form is used to deposit both gift and non-gift funds into a Foundation current operations account and/or a current endowment account. All collected funds must be deposited within **one (1) business day of receipt**, along with detailed information and supporting documentation. Please submit all documentation to Gift Processing at giftadmin@fullerton.edu or deliver it to CP-850.

PREPARER'S INFORMATION

Preparer's Name: _____ Phone Ext.: _____ Date: _____

ENTITY INFORMATIONEntity/Donor Name: _____ Constituent ID: _____ New Constituent
(if applicable)Address *(if different in RE)*: _____ City: _____ State: _____ Zip Code: _____

Phone Type: _____ Phone: _____ Email Type: _____ Email: _____

DEPOSIT INFORMATION

Deposit Type: _____ Deposit Amount: _____ Benefit Amount: _____

Collection Method: _____ Payment Method: _____ Check #: _____

Fund ID: _____ Fund Name: _____

Clearing Account (90070) Reason for Clearing Account: _____

CREDIT CARD TO BE CHARGEDName on Card: _____ Card Billing Address: _____
(if different from Entity Name above)Card #: _____ Exp. Date: _____ Sec. Code: _____ Card Type: _____
(Per PCI SSC compliance, the card number must be handwritten, NOT typed)**GIFT INFORMATION**

Donor would like to remain anonymous: _____ Donor would like to be receipted: _____

Pledge Constituent ID: _____ Pledge ID: _____ Appeal Code: _____
(if different from ID above)Opportunity Constituent ID: _____ Opportunity Name: _____
(if different from ID above)**Soft credit will be recorded ONLY when the affiliation field is completed.**Soft Credit Name: _____ Soft Credit Constituent ID: _____ *Affiliation: _____
(REQUIRED: Soft credit will be recorded ONLY when affiliation field is completed)Tribute Type: _____ Tribute Constituent ID: _____ Name: _____
Comments/Notes: _____**NON-GIFT INFORMATION *(Supporting documentation is required for all non-gift deposits)***

Non-Gift Type: _____

Purpose of Non-Gift: _____