



JSUF Gift Deposit Form

Date _____

Person Depositing Funds	Phone #	Explanation of Funds
Department	Fund #	
Fund Name		

Do not mix checks/cash and credit card charges on the same form. Please submit a separate form for credit card charges.

If deposit is from a business, please supply a contact name.

Donor ID	Donor/Payee Name <small>Attach address/phone # if not on check</small>	Payment Type <small>Cash, Check or CC</small>	Gift Type <small>Dues, Pledge Payment, Grant, Sponsorship etc.</small>	Donation Amount <small>Tax Deductible</small>	Other Amount <small>Non-Tax Deductible</small>	Total
Total						

Donation - Tax-deductible items - No goods or services were received.

Other Amount - non-tax-deductible items. Describe specific purposes and justification above. Please refer to JSU Foundation Policies and Procedures to determine appropriateness of directing non-contribution deposits to the JSU Foundation, Inc.