

John Brown University

Gift Transmittal Form to Send Gifts to University Advancement

To: University Advancement Gift Processing

Date: \_\_\_\_\_

From: Department: \_\_\_\_\_

Contact: \_\_\_\_\_

ext: \_\_\_\_\_ e-mail: \_\_\_\_\_

Credit to Account # \_\_\_\_\_

Account name/purpose \_\_\_\_\_

Number of checks \_\_\_\_\_ Total Amount \_\_\_\_\_

Currency: bills \_\_\_\_\_ coins \_\_\_\_\_ Total \_\_\_\_\_

**TOTAL \$** \_\_\_\_\_

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**TOTAL \$** \_\_\_\_\_