

Donation Information

Supporter: _____ UIN: _____
(First Name, Middle Initial, Last Name OR Company Name)*

Spouse (if Joint): _____ UIN: _____
(First Name, Middle Initial, Last Name OR Company Name)*

*Middle Initial Required **or** Donor does not have middle name

Address: _____ BUS/RES **Phone:** (____) _____ - _____ BUS/RES

_____ **Email:** _____

Fund Designation: _____ **Campaign Code:** _____

1) _____ CFOAPAL: _____ **OR** SUSPENSE (Terms in Progress)

2) _____ CFOAPAL: _____ **OR** SUSPENSE (Terms in Progress)

ANONYMITY: Please indicate the wishes regarding published recognition of the donation:

Donor gives permission for name to be published.

IF NO: Donor prefers to remain anonymous with regards to: this gift **OR** all gifts

In Memoriam and In Honour Giving

Is this a Memorial or In Honour Gift? Yes No

Memorial contributions in memory of a friend, associate, loved one, or animal who have passed away.

In Memory of: _____ UIN (if available): _____

In Honour of: _____ UIN (if available): _____

****The donor must provide written permission to have their name released to the honoree or next of kin****

Acknowledgements are to be sent to: (mailing address of the family/owner)

Payment Information

Payment Amount \$ _____ This is a: One-time gift Pledge Payment* (see reverse)

Payment Type: Cash Cheque Credit Card

Name as shown on card: _____

Middle initial of cardholder, if different from supporter (see reverse): _____

Corporate Card? Yes No If Yes, name/address of company: _____

Visa MasterCard AMEX (15 digits only) Discover



Expiry: _____ / _____
 mm yy

Additional Information:

***Middle Initial Requirement:**

A middle initial must be provided (or documented that they do not have one). This is a Canada Revenue Agency requirement. If the cardholder is different from the supporter, the tax receipt will be issued to the cardholder as they will be deemed the true donor and as such, it is their middle initial we require. If you believe they are not the true donor, please contact the Donations & Trust Services team to discuss.

***Pledge Information:**

In order to enter pledges on a Supporter Record in UFriend, Donation Services requires written confirmation from the donor indicating amounts and pay schedule.

This may be in the form of:

- A signed letter;
- Email with full name and address appended;
- Completed & signed Payroll Deduction form (only available to full-time, permanent U of S faculty & staff);
- Completed & signed Pre-Authorized Debit Agreement accompanied by a “Void” cheque;
- Completed & signed Monthly Credit Card Pledge form;
- Completed & signed Terms of Reference which outline the donor’s intent to support the purpose over a stated period of time.