



The University of Georgia

TRANSMITTAL FORM
FOR TAX DEDUCTIBLE GIFTS OR GRANTS
(From Private Sources)

1. *Donor's Name (Full Name-if known) (Date of Transmittal)
Street
City State Zip
(Proposal/Award # , if applicable)

*If corporate/foundation gift, indicate person who should receive recognition credit (where applicable).
(Name) (Title)

GIFT/GRANT INFORMATION

2. Date of Gift/Award (Awarded) Amount \$ (Awarded) or \$ (Received)
Period of Award (From) - (To) Balance due \$
Gift/Grant has been made in: Cash () Ck # Securities (Type)
Gift-in-kind (Description) Other (Description)

3. The Gift is to be deposited in:
Account Name Account #
Special Purpose

ACKNOWLEDGEMENT INFORMATION

4. Acknowledgement of gift/grant has been or will be sent to donor by:
(Name) (Department) (Telephone)

(Attach copies of correspondence from donor and letters of appreciation to donor.)

NOTE: All gifts/grants to the UGA will be receipted by the Gift Accounting Office on UGA letterhead. Gifts of \$10,000 or more will be acknowledged by the President.

Definition of a gift: A gift is defined as a contribution by a donor for which there are no conditions or restrictions on the use of the funds except that they may be used to benefit a general/specific area of endeavor. A gift is donative in nature, and while a limited restriction may exist, there must be a complete renunciation of rights by the donor.

SIGNATURE: I certify that these funds represent a gift as defined above, and do not represent a reimbursement for services provided, such as testing, consulting, etc.

Signed: (Name) (Department) (Telephone)

For additional information on this gift contact: (Name) (Telephone)

Please send copies to:

University of Georgia Foundation
Gift Accounting Office
Foundation Building

Contracts & Grants
Business Services

VP Office (where appropriate)