

Student Affairs Business Office

Request for Charitable Contribution

Date of Request: _____

Student Organization Making this Request

(must have an agency account)

Name of Organization: _____

Department ID: _____ Fund: _____

Charitable Organization Receiving Donation

Name of Organization: _____

Mailing Address: _____

Donation Information

Amount of Donation \$: _____

Purpose for this Donation/Contribution: _____

Student Organization Approval

Date Approved by the Membership or Executive Committee: _____

Signature of Title (President/Secretary)

Date

Signature of Advisor

Date

Please return this form to the Student Affairs Business Office in Tate Student Center or
email it to sabo@uga.edu