DATE

**GIFT REQUEST FORM**

**Invoice Number:**

xxxx--xxxxxxxx

**University EIN number for your tax records:**

91-6001537

**Payment:**

Please make check payable to “University of Washington”

**Remit To:**

 Name of Company

 Address

**Submitted To:**

|  |  |
| --- | --- |
| **Description** | Amount |
| Gift to support xxx student organization | $xxx |
|  |  |
|  |  |
| Total | $ xxx |

Upon receipt of this irrevocable donation, NAME OF COMPANY will receive a letter indicating receipt and the tax-deductible portion of the donation.

*Thank you for supporting the Club Name at University of Washington!*