



The University of Texas at Dallas
Office of Development and Alumni Relations
Gift Transmittal Form

Date

Solicitor Name

Solicitor UTD School

Form completed by

UTD Ext.

Donor Information

Mr. Ms. Mrs. Dr. Mr. & Mrs. Dr. & Mrs. Drs.

Individual Donor Name

Organization

Address

Org Contact

City State, Zip

Optional for Soft Credit - Gift Team will confirm

Email Address

Phone Number

Tribute Information

Name

In Honor Of In Memory Of Other

Acknowledge Gift to

Mr. Ms. Mrs. Dr. Mr. & Mrs. Dr. & Mrs. Drs.

Name

Relationship

Address

City, State, Zip

PLEASE FILL OUT COMPLETELY - Items in red are required fields

Gift Information

Cash Check Stock Wire/ACH
New Gift Pledge Payment Event Payment Other

Gift Amount

UTD School/Department

Appeal Code

Gift Proposal Name

Cost Center Name

Cost Center Number

Attach this form to donation; include all correspondence that may have come with the check.
Deliver to Gift Services, Office of Development and Alumni Relations: SPN 2.102 - x. 2295
Questions: gifts@utdallas.edu

PLEASE DO NOT PLACE IN CAMPUS MAIL

Gift Services Use Only

Matching Gift

Will receive: Receipt

Stewardship Letter

Match For

Notes