

Date: _____

E-mail completed form to: as.RSObanking@sdsu.edu

Complete this section if doing an Online fundraising application:

1

To: Business Name: _____

Complete this section if a Business is making a donation:

2

To: Business Name: _____ Phone #: _____

Contact Name: _____

Business Address: _____

W-9 Requested

E-mail: _____

Organization Information:

3

Student Organization: _____

Student Name: _____ E-mail: _____

Phone #: _____ Event Date (if known): _____

Name of Event: _____ \$ Amount of Expected (if known) : _____

NOTE:

- Donations over \$5,000 must go through the Campanile Foundation and will incur an administration fee which will be deducted before funds are deposited in your activity account.
- This process takes approximately 7 to 10 days.
- **Make sure all checks are payable to Associated Students and mailed to 5500 Campanile Dr. suite 320, San Diego, CA 92182.**

INTERNAL ACCOUNTING USE ONLY

CHECKLIST:

Tracking Sheet Updated: _____ Date: _____

Create Letter: _____ Date: _____

Mail/E-mail/Fax: _____ Date: _____

Review/Verify Account: _____ Date: _____