

# Cash and Check Donation Submission Form

Please print this completed form and mail it along with your cash or check donation to the organization address listed at the bottom of this page.

## Donor Information

Donor Name (Individual or Organization):

Mailing Address:

City, State, Zip Code:

Phone Number:

Email Address:

## Donation Details

Donation Date:

Total Donation Amount (\$):

Cash Contribution Amount (\$):

Check Contribution Amount (\$):

Check Number:

## Designation & Tributes

Designate Contribution To (e.g., General Fund, Specific Project):

Is this a tribute gift? (Type "In Honor of" or "In Memory of"):

Honoree Name:

Send acknowledgement of tribute to (Name & Address):

## Mailing Instructions

Please make all checks payable to: **[Organization Name]**

Mail this printed form and your physical cash or check contribution to:

[Organization Name]  
Attn: Donations Department  
[Street Address]  
[City, State, Zip Code]