

# University of Nevada, Reno Foundation

Transmittal Form  
Cash & Checks ONLY  
\*\*\*GIFTS ONLY\*\*\*

-DO NOT SEND CASH IN THE MAIL-  
-PLEASE ENCLOSE ALL ORIGINAL DONOR CORRESPONDENCE-

Submitted by: DEPT: \_\_\_\_\_

Contact (include Mail Stop): \_\_\_\_\_

Total: \_\_\_\_\_

Phone # or ext.: \_\_\_\_\_

Name on Check (NOT Payee)	Fund	Worktag	Cash/Check	Check #	Donor/Contact Required if Business Check (include Dr., Mr.,etc.)	Solicitor	Amount

**FOR INTERNAL USE ONLY:**  
 Received by: \_\_\_\_\_  
  
 Date: \_\_\_\_\_

Special Instructions:

If you have any questions OR portion of gift is a fee please call 784-1587 for assistance