



CA&ES GIFT PROCESSING INFORMATION

DONOR: _____ AIS#: _____

GIFT AMOUNT: \$ _____ CHECK#: _____ DATE GIFT RECEIVED: _____

DEPARTMENT: _____ COI-700U REQUIRED/ATTACHED: YES NO

PRINCIPAL INVESTIGATOR: _____ PHONE #: _____

PRINCIPAL INVESTIGATOR EMAIL: _____

ACCOUNT MANAGER: _____ PHONE #: _____

EMAIL: _____

*UC FUND #: _____ *ACCOUNT: _____ AMOUNT \$ _____

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*UC FUND #: _____ *ACCOUNT: _____ AMOUNT \$ _____

**If a new gift account is required please provide the following information:*

KUALI DOCUMENT # _____ **NEW ACCOUNT:** _____

Please use the generic 90000 default as your OP Fund number to set up the account. Extramural accounting will assign the appropriate fund number.

SUBMITTED FOR ACCEPTANCE BY (Type name/signature)

TITLE

*****REMINDERS***** to expedite the processing of the gift

****For gifts that support research please submit a completed, signed, original COI 700U.**

****Check that you are using the current version of the COI documents. To download a current version of the COI form and supplement go to OR website: www.research.ucdavis.edu**

****Prior to submitting, please review the completed COI-700U: if the PI has answered YES to any of the questions the supplemental information must also be completed and submitted.**

****Please DO NOT bank stamp the check**

****Include all donor communication (note, letter or email) that designates the purpose/use of the gift.**

****If you have several gifts to process to the same account you can complete the Various Donor Sheet with the donor information and attach that to this form.**

For questions, please contact:

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Deliver complete gift document to: 140 Environmental Horticulture
DO NOT PUT GIFTS THROUGH CAMPUS MAIL