



REQUEST TO SOLICIT A GIFT/DONATION/SPONSORSHIP

BEFORE REQUESTING A GIFT OR DONATION, PERMISSION TO SOLICIT A DONOR MUST BE GIVEN BY THE VICE PRESIDENT OF ADVANCEMENT. IN ORDER TO PROCESS THE REQUEST AND TO DOCUMENT GIFTS AND DONATIONS FOR TAX PURPOSES, ALL SUCH REQUESTS MUST BE COORDINATED THROUGH THE ALUMNI ASSOCIATION.

INTENDED DONOR

GIFT OR DONATION

ESTIMATED VALUE

TO BE USED FOR

PERSON MAKING THE REQUEST TO THE DONOR

PERSON MAKING THE REQUEST TO THE ALUMNI ASSOCIATION

CITY

STATE

ZIP

WORK PHONE

HOME PHONE

E-MAIL

FAX

CLUB OR CHAPTER NAME

SIGNATURE

DATE

REQUESTS WILL BE PROCESSED IN TWO WEEKS

Please mail or fax this form to:
University of Memphis Alumni Association
Alumni Center
635 Normal St.
Memphis, TN 38152

Fax: (901) 678-3035
Phone: (901) 678-2586
E-mail: alumnievents@memphis.edu