



Cashier's Office Gift Deposit Form

Complete this form and submit with your deposit to the Cashier's Office located on the second floor of Page Robinson Hall, 69 Brown Street, Campus Box 1911. Contact 863-2151 or cashier@brown.edu with questions.

Review University Cash and Check Handling Policy [online at the Cashier Office website](#).

| | | |
|------------------|--|---|
| Date: | | All University Gift Deposits should be made using this form. Please provide detail in description to ensure funding is processed properly. |
| Department Name: | | |
| Submitted By: | | |
| Contact Phone: | | |
| Contact Email: | | |

(note: All receipts will be sent via email)

This form is only to be used for funds that are to be considered a gift/charitable contribution to Brown University. For deposits that are non-gifts, please use the departmental deposit form.
REQUIRED: Please check the box confirming this is a gift

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|-------------------------|--------------|
| For Cashier Processing: | 30225 / 1GFT |
|-------------------------|--------------|

| Please complete the information below: | | | |
|--|-------------|--------------------------|--------|
| Detailed Description | GFT Worktag | Other | Totals |
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| | | Deposit Total: \$ | |