



# AUTHORIZATION AGREEMENT FOR ELECTRONIC GIFT PAYMENTS

Please complete this form, sign it, and mail it to:  
If you have questions, please call:  
The Gift Accounting Help Desk (434) 243-0631

Gift Accounting  
Office of University Advancement  
University of Virginia  
P.O. Box 400807  
Charlottesville, VA 22904-4807

*You may expect your gift deductions to begin within 30-45 days after this authorization has been processed and they will take place on or about the 10th day of each month. Your monthly bank statement will itemize this draft when it occurs. Gift receipt(s) will be issued from each area to which you have designated your gift. Thank you for your generosity!*

### BIOGRAPHICAL INFORMATION

Your Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### BANK INFORMATION

I/We authorize the University of Virginia on behalf of the University of Virginia Engineering Foundation, to initiate debit entries to my/our bank account established at the financial institution indicated below:

Financial Institution: \_\_\_\_\_

Address/Branch Office: \_\_\_\_\_ City and State \_\_\_\_\_

Transit/ABA Number \_\_\_\_\_ Account Number \_\_\_\_\_

Type of Account:  Checking  Savings (**YOU MUST ATTACH A VOIDED CHECK OR DEPOSIT SLIP**)

### GIFT DESIGNATION

I/we wish to make monthly gift payments of \$ \_\_\_\_\_ posting to my/our account (please check one):

For a period of:  6 months  12 months  24 months  36 months  Until I request that you stop

*For recognition in various Gift Clubs, the University operates on a fiscal year running from July 1 to June 30. Each monthly gift payment will be recognized in the fiscal year in which it is received.*

### ACCREDITATION

Should your spouse also receive credit for these gifts?  Yes  No

If yes, spouse's name: \_\_\_\_\_

### MATCHING GIFTS

Many employers offer a matching gift program that can double or even triple your gift, and you will receive credit for your employer's contribution. To find out if your company or your spouse's company matches gifts, contact the company's human resources department.

Does your company match gifts?  Yes  No

Matching Gift Company Name: \_\_\_\_\_

**DESIGNATION**

Please direct this monthly gift to the University of Virginia Engineering Foundation in these proportions:

- \_\_\_\_\_ % U.Va. Engineering Foundation
- \_\_\_\_\_ % Biomedical Engineering
- \_\_\_\_\_ % Chemical Engineering
- \_\_\_\_\_ % Civil & Environmental Engineering
- \_\_\_\_\_ % Computer Science
- \_\_\_\_\_ % Electrical & Computer Engineering
- \_\_\_\_\_ % Engineering & Society
- \_\_\_\_\_ % Experiential Learning
- \_\_\_\_\_ % Material Science & Engineering
- \_\_\_\_\_ % Mechanical & Aerospace Engineering
- \_\_\_\_\_ % Systems & Information Engineering
- \_\_\_\_\_ % Other (Please Specify): \_\_\_\_\_

**AUTHORIZATION**

This authorization will remain in full force and effect until the University of Virginia has received written notification from me (or either of us) of its modification or termination in such time and in such manner as to afford the University of Virginia a reasonable opportunity to act on it.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature, if Joint Account Date