

Lane Community College Foundation Funds Transfer Authorization

Use this form to consolidate one or more Foundation accounts into a Foundation single account or to transfer funds from one Foundation account to another Foundation account.

To transfer funds from the Foundation to a Lane Community College operating account, you must complete a check request made payable to Lane Community College and include the FOAP into which the funds should be deposited.

From: _____ Ext: _____ Date: _____
(Person/Department/Extension)

Amount to Transfer: \$ _____
_____ Dollars
(Write out transfer amount)

Transfer from: _____ Acct. No.: _____
(Name of Account to receive funds)

Transfer to: _____ Acct. No.: _____
(Name of Account to receive funds)

Purpose of transfer:

(Authorized Signature)

Please return your request to Jeri Steele in the Foundation.