

St. Norbert College
Designated Gift Extension Request Form

For audit, documentation and accountability purposes, use this form to request deferral of unspent gift funds to the next fiscal year. Under college policy, at least one of the designated exceptions must apply in order for a deferral to be approved. Unspent gift funds cannot be deferred for multiple fiscal years.

Date of gift: _____

Purpose of gift:

Deferral amount requested: _____

Banner organization code where gift was recorded:

Org Code (6 digit number)	Org Description
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Exceptions -- Select any applicable exceptions from the choices below:

- Gift received in April or May and cannot be spent prudently

- Purpose of the gift is for next fiscal year

- Purpose of the gift crosses fiscal years

Comments / additional justification:

Estimated timing of when the gift will be spent in the subsequent year: _____

Name (please print)

Date

Signature