CONTRIBUTION SUBMISSION FORM

The Nebraska Community Foundation provides a contribution acknowledgement consistent with IRS requirements to each donor of $35 or more to your affiliated fund. However, we recommend you send a personal letter of acknowledgement and thank you to each of your fund’s donors. We recommend that you keep a photocopy of your completed Contribution Submission Form for your future reference.

|  |  |  |
| --- | --- | --- |
|  |  |  |

**(Fund name)** **(Account name)**

Check here if any of the amounts indicated with this form are proceeds of fundraising events or activities and note

as such in the “Purpose” column.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| For Internal Use Only | | **Donor Name and Address** | | **Purpose of Contribution** | **Amount of Contribution** |
| Donor # | | *(i.e.: in memory of; or in honor of)* | *Please list each contribution separately* |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  |  | |  | **Total Amount** |  |

**Please attach money order, check and any other appropriate documentation of funds to be deposited.**

**DO NOT SEND CASH in the mail.** If you have any questions, please contact NCF at 402.323.7330.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | |  | Phone: |  |
| Signature(s) of person(s) authorized by the Fund Advisory Committee | |  |  |  |
| Submission Date: |  |

This form may be photocopied. It is also available on the NCF website at www.nebcommfound.org