

University of New Mexico Foundation, Inc.

Fund Establishment Form

Phone: 277-4503 Fax: 277-1695

Address: Two Woodward Center/700 Lomas NE, Suite 203

Albuquerque, NM 87102

This form is required to establish a new fund at the UNM Foundation. A fund is required for gifts to be deposited correctly with the UNM Foundation.

Please return the ORIGINAL to the UNM Foundation, and make a copy for your records

MSC07 4260

Fund Name (enter on line below)

Fund Type <input type="checkbox"/> Current Operations <input type="checkbox"/> Quasi Endowment <input type="checkbox"/> Endowment	Revenue Sources Check all that apply:	Fund Number from UNM Foundation
	<input type="checkbox"/> Gifts	
	<input type="checkbox"/> Private Grants - if you will be receiving grant funding please contact Judith Davenport at the Foundation before completing this form	Banner Index
	<input type="checkbox"/> Other (specify)	

Purpose code (select only one)

<input type="checkbox"/> Academics	<input type="checkbox"/> Athletics	<input type="checkbox"/> Faculty/Staff Compensation	<input type="checkbox"/> Library	<input type="checkbox"/> Student Financial Aid
<input type="checkbox"/> Property, Buildings & Equipment	<input type="checkbox"/> Public Service & Extension	<input type="checkbox"/> Research	<input type="checkbox"/> Other restrictions	

Please describe how the funds will be used:

The following information is required to establish a new Foundation account:

Banner Org Code (Not a Parent Org, and accepts data entry): **Banner Activity Code:****Signature Authorization**

The following personnel are authorized to sign on this account :

Typed Name & Title-Organization Financial Manager

Signature

Typed Name & Title-Account Administrator

Signature

UNM Mailing Address of Account Administrator:

Phone Number:

Email:

Department Name

Department Org Code:

Authentication of Dean or Director, Chair and Constituent Development Officer

Typed Name of Chair

Signature

Date

I understand that, although the above-mentioned people are authorized to sign for this account, as the Dean or Director, I am ultimately responsible for all transactions and ensuring that expenditures are in compliance with donor restrictions.

Typed Name of Dean/Director

Signature

Date

Typed Name of Constituent Development Officer

Signature

Date

Contact Kenny Stansbury if you have any questions
phone: 7-4690
email: kenny.stansbury@unmfund.org