



Lane Community College Foundation Funds Transfer Authorization Form

Use this form to consolidate one or more Foundation accounts into a single Foundation 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 Withdraw Funds From)

Transfer To: _____ Acct. No.: _____
(Name of Account to Receive Funds)

Purpose of Transfer:

(Printed Name of Signer) *(Authorized Signature)*

(Printed Name of Signer) *(Authorized Signature)*

Please return this form to Jeri Steele, Foundation Accountant, Building 19, Room 271. If you have questions, please call (541) 463-5810.