



UNIVERSITY OF GEORGIA FOUNDATION

University of Georgia Foundation
University of Georgia
Athens, Georgia 30602
Phone: 706/542-6677 | Toll-free: 888/268-5442
Send completed forms to
UGAFBUSINESS@UGA.EDU

Cash & Expense Transfer Requests

Date: _____ Cost Center: _____

Department Name: _____

Transfer from (Debit) the following UGA Foundation accounts:

Account Name	Cost Center	Account Number	CF1 Code (Optional)	Amount
			Total	

Transfer to (Credit) the following UGA Foundation accounts:

Account Name	Cost Center	Account Number	CF1 Code (Optional)	Amount
			Total	

☐ Increase budget within scholarship universe.

Business Purpose:

Send Email Confirmation: ☐yes ☐no Contact Email: _____

Send Email Confirmation: ☐yes ☐no Contact Email: _____

Submitted by: _____ Phone: _____

Signature Authority Approval: _____ Date: _____

For transfers to endowed gifts, transfers of less than \$5,000.00 will be moved to the spendable side unless otherwise indicated.