



Foundation

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 Shannon Dolan, Foundation Accountant, Building 19, Room 271. If you have questions, please call (541) 463-5810 or email shannon@laneccfoundation.org.