To: Executive Assistant, UNT Foundation
149 Gateway Center Building; FAX: 369-7111

From: ___________________________ ___________________________ ___________________________
(My Name) (My Phone #) (My email)

Date: ___________________________

Re: Request To Set Up A New Foundation Account

Please set up a new Foundation account as follows: (Check one box below)

[ ] Endowment (use minimums below; income & reserves & net current yield for this account are used to fund prudent distributions; management fees charged)

[ ] Quasi-Endowment (use minimums; income & reserves & net current yield for account are used to fund its distributions; under special conditions principal may be invaded for the distribution amount; management fees charged)

NOTE: Funds for the above are not invested until a MOU for this account has been signed by the donor(s).

[ ] Operating Account (accounts with month end balances of less than $50,000 will be charged management fees, accounts with a month end balance of at least $100,000 will earn interest)

NOTE: Funds for the above are placed in cash accounts when received

Name for Account: __________________________________________________________
(Subject to approval by Foundation)

Account Holder: ___________________________ Campus Address: ___________________________
(VP or Dean only)

(Check one box below)

[ ] Unrestricted for ___________________________ [ ] Restricted for ___________________________
[ ] Scholarship $25,000 [ ] Professorship $500,000
[ ] Graduate Fellowship $100,000 [ ] Chair $1,500,000
[ ] Lectureship $250,000

Known Gifts: ______________________________________________________________

Donor(s): ________________________________________________________________

[ ] This fund will be created by Deferred Gifts (Please describe in Other Comments below)

MOU (Endowments only) will be produced by: [ ] Me or by __________________________________________

Other Comments: ___________________________________________________________

You will be notified by email once a new account has been established