

## Electronic Funds Transfer (EFT) Form

Authorization to Electronically Transfer Funds from Financial Institution

Mark/Fill all area's ("\_\_\_") clearly, unmarked areas will be ignored, incomplete forms cannot be processed.

\_\_\_ I am submitting a new EFT.

\_\_\_ I am changing a previous EFT. Amount, Fund, Split, Frequency, Account, Termination etc. Please provide the information below so we know which EFT to change.

\_\_\_ This will be a recurring EFT (Minimum monthly amount is \$10).

Frequency: \_\_\_ Monthly \_\_\_ Quarterly \_\_\_ Semi-Annually \_\_\_ Annually \_\_\_

I/We hereby authorize the University of Portland to issue drafts against the included bank account in the amount of \$\_\_\_\_\_ per month.

What would you like your donation to support (Schools, Clubs, Scholarships, Programs etc.)? If your gift is to multiple support areas, list them all (i.e. The University of Portland Fund - \$50, The Tuition Assistance Fund - \$50). If the amount is not specified, we will split the amount evenly between the areas listed.

- 1) \_\_\_\_\_ - \$ \_\_\_\_\_
- 2) \_\_\_\_\_ - \$ \_\_\_\_\_
- 3) \_\_\_\_\_ - \$ \_\_\_\_\_
- 4) \_\_\_\_\_ - \$ \_\_\_\_\_
- 5) \_\_\_\_\_ - \$ \_\_\_\_\_

Account Holder Name(s): \_\_\_\_\_

Account Type: Checking, Savings, Other: \_\_\_\_\_

Account Holder Mailing Address (We cannot process international accounts) :

\_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***This authorization is to remain in full force and effect as outlined above until University of Portland has received this notification from you, our donors, to change or terminate. Changes or Terminations will take 2-5 business days (Mon-Fri only) to process.***

**Send mail notices to:**  
University of Portland  
5000 N. Willamette Blvd.  
Portland, OR 97203-5798  
Attn: Office of Development

**Send electronic notice to:**  
"giving@up.edu"  
**With the subject line:**  
"EFT Submission"

**Send faxes to:**  
(503) 943-7110