Send to:	Gift & Record Services 1201 Davis Street 1-400 Evanston Campus

Northwestern University
Pledge / Non-Binding Intention (NBI) Transmittal

SELECT ONE: ☐ **Pledge**
☐ **NBI (Pledge with contingencies, donor-advised fund as legal donor, etc)**

DONOR INFORMATION:

Name	**I.D.#** ☐ New Entity?
Address	☐ Joint (Spouse)? ID:
	☐ **Anonymous?**
	Completely anonymous ☐
	Name only ☐
(Address required for new entities)	Amount Only ☐

OTHER SOFT CREDIT DONORS:

Name:	I.D.:
Name:	I.D.:

SPECIAL INSTRUCTIONS:

☐ In Honor of ☐ In Memory of Name:

PLEDGE PROCESSING INFORMATION:

CATracks Allocation Code	**Allocation name**	
Pledge amount	New account? ☐ Yes ☐ No *Accounting will not create a fund until a donation is received. The pledge will be placed in a holding account until that time.*	
Proposal Number	**Appeal Code**	Reminder: ☐ Yes ☐ No
Payment schedule ☐ Annual ☐ Semi-annual ☐ Quarterly		Total years?

AUTHORIZATION INFORMATION:

Person who prepared Form	**Phone**
Authorizing Name and Title	**Date**
Authorizing Signature	**Dept**

TO AVOID DELAYS IN PROCESSING AND DONOR ACKNOWLEDGEMENT PLEASE PROVIDE ALL AVAILABLE INFORMATION

QUESTIONS? PLEASE CONTACT GIFT & RECORD SERVICES AT 847-491-7520.