

Chart of Accounts :	Banner ID	Date	
WM VM	Last Name	First Name	Middle

Type of Award & Recognition

Check Requested Date:	Award Amount:
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Description:

Award/Recognition Data

Index	Account	Home Org	Fund	Percent	Amount

Signatures/Date

Department Approval:	Phone/Ext. Number:	Date:
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Investment Administration Approval

****If index 811008 is the index being charged on this form, you must have prior approval from the College of William and Mary Foundation.**

Investment Administration Approval: _____

AWARDS MUST HAVE PROVOST OR VP ADMINISTRATION AND BUDGET SIGNATURES

Provost or VP Administration Approval:	Phone/Ext. Number:	Date:
Budget Approval:	Phone/Ext. Number:	Date: