

INDIANA UNIVERSITY
Office of the Treasurer
Endowment Account Request Form

New Endowment Account Name			
Account type	Full Endowment <input type="checkbox"/>	Quasi Endowment <input type="checkbox"/>	
Reason for account request			
Amount funds to open/supplement account			
Source of transfer or deposit into account			
If a transfer, list the purpose of account from which funds are being transferred ¹			
Purposes for which income will be spent¹			
Spending account number			
Purpose of spending account¹			
Spending account Fiscal Officer			
Gift or grant agreement attached⁴	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Approvals	Name	Signature	Date Approved
1. Fiscal Officer of Spending Account			
2. Dean or Department Chair			
3. Manager, Financial Analyst, Office of the Treasurer ²	David DeForest		
4. Campus Vice Chancellor/Provost for Administration or Financial Affairs			
5. AVP & University Controller	Joan Hagen		
5. AVP for Budget and Planning	Sam Adams		
6. University Treasurer	Don Lukes		
New Endowment Account Number ³			
Comments:			

¹ Purpose of account from which funds are transferred must be consistent with the purpose of the endowment account and designated spending account.

² Manager, Financial Analyst must approve form submission and attached materials before form routed to Campus Vice Chancellor, and UA signators.

³ Account number assigned by the Office of the Treasurer