

[University Name]

[Office of Alumni Relations]
[Department Address]
[City, State, Country, Zip]

DONATION INVOICE

Invoice No: _____
Date: _____

Donor Information (Alumni):

[Name]
[Alumni ID / Class Year]
[Address Line 1]
[Country]

Payment Instructions:

Swift/BIC: _____
IBAN/Account: _____
Bank Name: _____
Currency: [USD / EUR / GBP]

Description of Gift / Fund Allocation	Amount
[e.g., General Scholarship Fund]	0.00
[e.g., Campus Development Project]	0.00
Total Contribution:	[Currency] 0.00

Notes:

[Insert specific designation or memorial requests here]

Tax Information: [University Name] is a registered [Non-Profit/Charity] in [Country]. Tax identification number: [ID Number]. Please consult your local tax advisor regarding the deductibility of international donations.

Thank you for your continued support of your alma mater.