



TUSKEGEE UNIVERSITY

OFFICE OF DEVELOPMENT

Confirmation of New Account Establishment

September 2, 2021

Mr. Leonard Lewis:

Thank you for establishing a new account at Tuskegee University. Please see the details for this new account below.

Name of Account: SGT Memorial Book Scholarship

Designation Code: R5503

Revenue Account Number: [REDACTED]

Expense Account Number: [REDACTED]

Amount of Initial Funds Used to Establish Account: \$1,000

If your intention is to fundraise to obtain additional funds for this account, please be mindful that the Office of Development must first approve all fundraising activities. We would be happy to assist you with preparations, language, or any procedural functions related to fundraising.

If you plan to share this information with donors for fundraising purposes, we ask that you share the designation code instead of the account number. For security reasons, each account number is assigned a designation code at creation. Donors may write this code on the memo line of their checks or under designation if making an online gift.

I welcome any questions you may have during this process. Please feel free to email me at kphillips@tuskegee.edu if you need further assistance.

Best,

Katie Philips
Gift Accountant