

Donation Disbursement Authorization Form

Organization Information

Organization Name

Contact Person

Phone Number

Email Address

Disbursement Details

Date of Request

Total Amount Requested

Purpose of Disbursement

Check/Wire Payee Name

Payment Method

Breakdown of Requested Amount

Description	Amount

Supporting Documentation

List attached documents (invoices, receipts, etc.)

Authorization

Authorized Signature

Date

Printed Name

Title/Role