**Memorial Gifts**

**Please complete one form for each individual honoree/memorial**

Date

**Given by:**

Donor Name(s)

ConsID

Address if new to RE

Amount of Gift $ *€ Catholic Charities € Diocese*

**In Memory of**

*€ Marked deceased in RE, inactive and invalid address if appropriate.*

**In Honor of**

 *(name and occasion i.e. Jane Doe’s 50th Birthday)*

**Send notification of gift/memorial to:**

Name(s)

Address

City State Zip

Salutation

For office use only:

In order for the gift to properly flow through the acknowledgement letter system, please enter the gift exactly as follows in the gift record, select the miscellaneous tab, open new notepad, in the description write honor or memorial, in the body type:

**Memorial-Name of honoree or decedent/Family or Person to be notified/Address//City, State ZIP**

If it is for multiple honorees, write multiple in the body and provide the data to the stewardship staff.