

# Valdosta State University Foundation Contact Report

Submitted by: \_\_\_\_\_ Date of Contact: \_\_\_\_\_

Prospect/Donor Name: \_\_\_\_\_

INDIVIDUAL PROSPECT

BUSINESS PROSPECT

Home Address: \_\_\_\_\_

Business Address \_\_\_\_\_

Home Phone: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Home Email: \_\_\_\_\_

Business Email: \_\_\_\_\_

Spouse Name; \_\_\_\_\_

Contact Name: \_\_\_\_\_

Business/Employer Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Contact's Home Address: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

Business Phone: \_\_\_\_\_

Contact's Home Phone: \_\_\_\_\_

Business Email: \_\_\_\_\_

Contact's Home Email: \_\_\_\_\_

Contact's Spouse Name: \_\_\_\_\_

**CONTACT INFORMATION:**  New Contact  Follow-up Contact

**Individuals involved in this contact:** \_\_\_\_\_

**CONTACT TYPE:**  Phone Call  Letter  Email  Event  Incidental  Visit/Meeting  
*Location* \_\_\_\_\_

**CONTACT PURPOSE:**  Cultivation  Solicitation  Stewardship  Identification

**CONTACT RESULTS:**  Completed  Interrupted  Deferred  Refused

Gift Made  Gift Declined  Gift Negotiated  Gift Deferred

**CONTACT DETAIL:**(Details of contact including such things as Assets/Financial Information, Donor Interests, Questions Asked, Connection to VS)

**Additional information discovered through this contact:** (Such as Family Relationships or Personal Preferences)

**Next proposed step/action & date scheduled:** \_\_\_\_\_