

# Harvard Graduate School of Design Gift for Design Studio

The Following sets forth our understanding of your gift to the Harvard Graduate School of Design. In consideration of their abiding interest in the Harvard Graduate School of Design, it is the donors' intention to give the amount of \$ \_\_\_\_\_, due by \_\_\_\_\_. Payment must be made in one installment at the start of the term in which the studio is held.

## Donor

Full Name of Legal Donor: \_\_\_\_\_

Address of Legal Donor: \_\_\_\_\_

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

Contact Address: \_\_\_\_\_

Contact Telephone, Email: \_\_\_\_\_

## Design Studio

Faculty Instructor: \_\_\_\_\_

Academic Year and Term: \_\_\_\_\_

Academic Department: \_\_\_\_\_

Title of Studio: \_\_\_\_\_

Subject of Studio: \_\_\_\_\_

Checks should be made payable to *President and Fellows of Harvard College*. The wire or check should reference the Design Studio name or Instructor name.

### Mail this completed form and check to:

Attn: Jackie Piracini  
Assistant Dean for Academic Services  
Gund 409  
Harvard Graduate School of Design  
48 Quincy Street  
Cambridge, MA 02138  
EIN Number: 04-2103580N

### Wire Instructions

Bank of America  
100 Federal Street  
Boston, MA 02110  
Account Name: President & Fellows of Harvard College, RSO Account  
Account Number: 942926-3621  
Ach ABA: 011000138  
Wire ABA: 026009593  
SWIFT Code: BOFAUS3N

### Reference:

### Educational Intent

Design Studios at the Harvard Graduate School of Design have as their fundamental goal the instruction of students and their scholarly development. Students are encouraged to approach Design Studios with an open mind, unconstrained by specific objectives or defined products. While work performed in the classroom by either the students or the instructors does not constitute professional services, experience has shown that the body of the students' work often reveals informative and innovative insights into those design problems and opportunities facing licensed professionals. The GSD provides no institutional endorsement of the work or of the donor.

### Donation

This financial sponsorship is considered a gift to Harvard for which the donor may be entitled to a charitable deduction under U.S. tax law. The donor acknowledges that Harvard is not delivering any goods, services, or research in exchange for the receipt of these funds. Under current policies, a portion of the amount may be applied to defray direct and indirect administrative costs. The Design School may use any excess funds after support of this specific studio towards support of the entire Design Studio program. Should the entire studio be cancelled, funds will be returned to the donor.

\_\_\_\_\_  
Donor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Harvard Graduate School of Design  
Executive Dean

\_\_\_\_\_  
Date