

GSG Recipient Memo

for Amazon Gift Cards

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| **Event Information** | |
| Event Title |  |
| Event Date(s) |  |

|  |  |
| --- | --- |
| **Gift Information** | |
| Description |  |
| Total Value ($) |  |

|  |  |
| --- | --- |
| **Recipient Information** | |
| Name |  |
| Email |  |
| University Affiliation |  |