



April 2016

Compatible  
& Checks  
& Forms

# BLACKBAUD FORMS

**blackbaud**<sup>™</sup>  
› power your passion



## About Blackbaud

Serving the worldwide philanthropic community for more than 30 years, Blackbaud (NASDAQ: BLKB) combines innovative software and services, and expertise to help organizations achieve their missions. Blackbaud works in over 60 countries to power the passions of approximately 35,000 clients, including nonprofits, K-12 private and higher education institutions, healthcare organizations, foundations and other charitable giving entities, and corporations. The company offers a full spectrum of cloud and on-premise solutions, as well as a resource network that empowers and connects organizations of all sizes. Blackbaud's portfolio of software and services support nonprofit fundraising and relationship management, eMarketing, advocacy, accounting, payments and analytics, as well as grant management, corporate social responsibility, and education. Using Blackbaud technology, these organizations raise, invest, manage and award more than \$100 billion each year. Recognized as a top company, Blackbaud is headquartered in Charleston, South Carolina and has operations in the United States, Australia, Canada, Ireland and the United Kingdom. For more information, visit [www.blackbaud.com](http://www.blackbaud.com).

• **Satisfaction Guarantee**

We guarantee our checks and forms to be free from material defects and to work flawlessly with your Blackbaud software

• **Guaranteed MICR Quality**

Your bank will never have a problem processing your checks. We test your MICR line and include the results in your shipment.

• **Free Samples**

Test samples of most of our checks and forms are available on request

• **Fast, Punctual Delivery**

Non-press items ship in 1 business day and personalized orders ship in 5 business days from proof approval.

• **Sturdy Packaging**

Our product packaging exceeds industry standards. We wrap our checks in moisture-resistant plastic. Our checks and forms are packed in crushproof and moisture proof boxes inside outer containers for additional protection.

• **Environmentally Responsible**

All of our checks, forms and envelopes are produced with SFI-certified paper



**Sustainable Forest Initiative (SFI)** This paper sourcing certification standard is based on principles that promote sustainable forest management. This includes measures to protect water quality, biodiversity, wildlife habitat, species at risk and Forests with Exceptional Conservation Value.

How to Order . . . . . 2, 4, 5

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**Look for your Blackbaud Forms tax catalog in September**

**Contact Us**

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toll-free: 866.422.3676

fax: 866.262.9590

mail: Blackbaud Forms  
P.O. Box 678, Tarrytown, NY 10591

hours: Weekdays 8:30 a.m. to 7:00 p.m. Eastern

## Guardian Plus Options

Choose Guardian Plus checks for our most powerful defense against check fraud. These checks have all the advanced security features of our Guardian checks plus a holographic foil fused to the check, a unique 3D security device that allows for fast, intuitive authentication and counterfeit protection.

## Guardian Options

Our Guardian checks include a full range of security features designed to resist fraud, including advanced thermochromic ink and increased reactivity to a wider range of chemicals used to alter checks



Guardian Blue

Guardian Green



### Logo/Personalization Options:

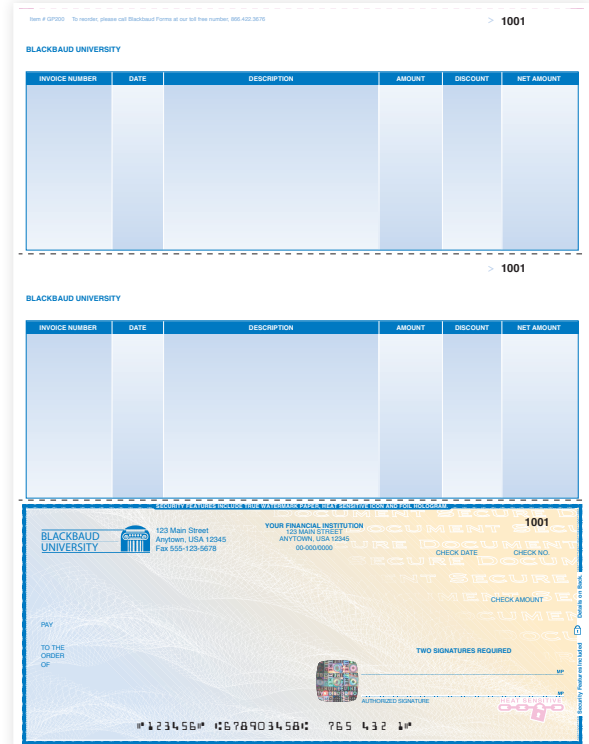
Imprint your organization's logo and personalization

Guardian Plus Checks	Black or 1 color at no additional charge 2 colors for \$140	3-4 colors for \$175
Guardian Checks	Black at no additional charge 2 color for \$140	1 color for \$85 3-4 colors for \$175
Guardian Blank Check	Black for \$65 2 colors for \$140	1 color for \$85 3-4 colors for \$175

**Prefix:** Differentiate between two or more accounts by adding an alpha-numeric prefix to your check number

**Signature Line:** Add an extra signature line or text over the signature line

**Fraud Protection Service:** Protect every check with your purchase of EZShield. See page 3 for details.



Size: 8.5" x 11"



## Guardian and Guardian Plus Check Security Features

High security checks are better than regular checks. They are both more resistant to tampering and they make evidence of tampering more apparent. They present more numerous and more difficult technical challenges to thwart criminals. Because of this, they are your first line of defense against check fraud. The use of high security checks helps demonstrate your organization's commitment to combating check fraud. This can confer legal protections limiting your organization's liability for check fraud.



\* Foil Hologram is only available on Guardian Plus checks



- Foil Hologram\*
- Microprinting
- Padlock Icon
- Invisible Fluorescent Fibers
- Heat Sensitive Icon
- Warning Band
- Visible Fibers
- Toner Adhesion
- UV Dull Paper
- Chemically Reactive Paper
- Fugitive Ink
- Void Indication
- Backer Warning Box
- Security Weave Backer
- Chemical Wash Detection Box
- Security Screen Backer
- High Resolution Intricate Border
- Prismatic Colored Background
- True Watermark



Increase Your Check Security with EZShield Fraud Protection for Pennies a Check

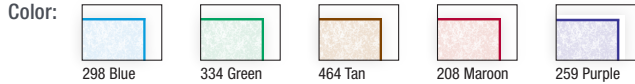
EZShield Check Fraud Protection Program® highlights:

- Advances funds up to \$25,000 within 72 hours for qualified losses
- Education and preventative measures through RSS feed
- Certified Resolution Specialists assist with response to fraud events
- Free check replacement for affected accounts

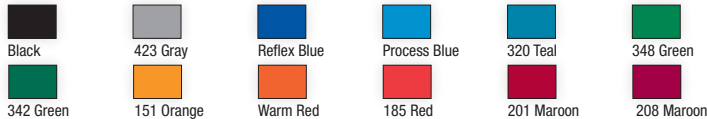
EZShield advances lost funds resulting from check fraud within 72 hours in receipt of completed paper work, up to \$25,000. Speedy fund advancement leaves you burden free, giving your financial institution time to fully investigate and resolve the fraud incident. EZShield is available on preprinted Blackbaud checks drawn on banks located in the United States or Canada and protects against four major types of check fraud: forged signatures, forged endorsements, altered checks and counterfeit checks. See <https://partners.ezshield.com> for more details or to report fraud.

## Options for Other Checks, Direct Deposit, and EFT Notices

### Value Checks, Canadian Checks, FundWare Checks, Direct Deposit and EFT Notices



**Ink:** Choose from one of our twelve Pantone® ink colors to enhance the look of your check or form. For a precise color match, please refer to a Pantone® color guide.



**Type:**

<b>AaBbCc</b> Style A - Helvetica	<b>AaBbCc</b> Style B - Cloister Black	<b>AaBbCc</b> Style C - Times Bold	<b>AaBbCc</b> Style D - Zapf Chancery
<b>AaBbCc</b> Style E - Optima Bold	<i>AaBbCc</i> Style F - Shelle	<b>AaBbCc</b> Style G - Avant Garde	<b>AaBbCc</b> Style H - Century Schoolbook

### Logo/Personalization Options:

Imprint your organization's logo and personalization in black at no additional charge

- 1 color for \$85
- 2 colors for \$140
- 3-4 colors for \$175

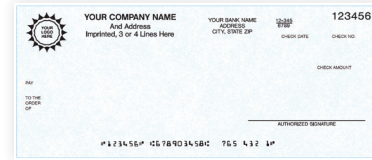
NOTE: Please indicate whether personalization should be printed in black ink or the same color as the logo

**Prefix:** Differentiate between two or more accounts by adding an alpha-numeric prefix to your check number

**Signature Line:** Add an extra signature line or text over the signature line

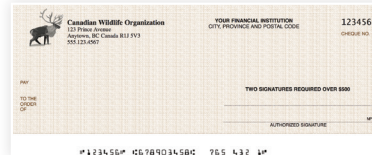
**Fraud Protection Service:** Protect every check with your purchase of EZShield. See page 3 for details.

## Value and FundWare Check Security Features



- Chemically Reactive Paper
  - Microprint Line
  - Void Pantograph
  - Padlock Icon
  - True Watermark
  - Security Screen
  - Heat Sensitive Icon
  - Fugitive Ink
  - Void Indication
  - Backer Warning Box
  - Chemical Wash Detection box
  - High Resolution Intricate Border
- U.S. endorsement backer

## Canadian High Security Check Features



- Chemically Reactive Paper
  - Invisible Fluorescent Fibers
  - Microprint Border
  - Padlock Icon
  - Toner Adhesion
  - True Watermark
  - UV Dull Paper
  - Visible Fibers
  - Warning Band
- Canadian endorsement backer

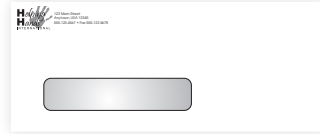


## Envelopes

Most Blackbaud checks and forms are designed for our single window envelopes. Imprint your organization's logo and personalization with the type and ink colors listed on page 5. Choose self-seal envelopes to provide a clean, easy seal with no debris and security tint paper to better protect privacy. Call for more sizes and options.



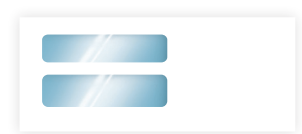
**F840** No. 9 Single Window  
with security tint



**F160** No. 9 Single Window



**44-005** No. 9 Double Window  
with security tint



**44-909** No. 9 Double Window  
with security tint

**F842** No. 9 Self-seal Single Window  
with security tint

**F360** No. 10 Single Window

**40-338** No. 9 Self-seal Double Window  
tamper evident  
with security tint

**ENV858** Remittance Envelope

**F909** No. 10 Single Window  
with security tint



### F840, F909

QUANTITY	PRICE
500 . . . . .	\$100.25
1,000 . . . . .	\$164.53
2,000 . . . . .	\$241.28
3,000 . . . . .	\$331.05
5,000 . . . . .	\$434.45
7,000 . . . . .	\$545.37
10,000 . . . . .	\$766.20

*Prices subject to change*

### F842

QUANTITY	PRICE
500 . . . . .	\$127.75
1,000 . . . . .	\$211.87
2,000 . . . . .	\$302.10
3,000 . . . . .	\$383.31
5,000 . . . . .	\$507.65
7,000 . . . . .	\$649.60
10,000 . . . . .	\$879.70

### F160, F360

QUANTITY	PRICE
500 . . . . .	\$87.80
1,000 . . . . .	\$138.25
2,000 . . . . .	\$206.84
3,000 . . . . .	\$275.82
5,000 . . . . .	\$365.60
7,000 . . . . .	\$468.93
10,000 . . . . .	\$643.50

### 44-005, 44-909

QUANTITY	PRICE
500 . . . . .	\$95.70
1,000 . . . . .	\$131.96
2,000 . . . . .	\$212.66
3,000 . . . . .	\$296.94
5,000 . . . . .	\$442.15
7,000 . . . . .	\$536.13
10,000 . . . . .	\$765.90

### 40-338

QUANTITY	PRICE
500 . . . . .	\$117.65
1,000 . . . . .	\$162.24
2,000 . . . . .	\$243.36
3,000 . . . . .	\$357.75
5,000 . . . . .	\$497.50
7,000 . . . . .	\$696.50
10,000 . . . . .	\$995.00

### ENV858

QUANTITY	PRICE
500 . . . . .	\$125.45
1,000 . . . . .	\$177.68
2,000 . . . . .	\$262.12
3,000 . . . . .	\$358.59
5,000 . . . . .	\$517.05
7,000 . . . . .	\$606.90
10,000 . . . . .	\$842.70

## Guardian Plus High Security Checks

Choose Guardian Plus checks for our most powerful defense against check fraud. These checks have all the advanced security features of our Guardian checks plus a holographic foil fused to the check, a unique 3D security device that allows for fast, intuitive authentication and counterfeit protection. Blackbaud's voucher-style Accounts Payable checks prevent creditor mistakes with thorough remittance detail, ensuring accurate processing and recording of your payments. Payroll checks summarize and provide record of current-pay-period and year-to-date records.

**GP200** AP Check – Double Stub

**GP300** AP Check – Single Stub

**GP295** Payroll 7 Check

**GP290** Payroll 6 Check

## Guardian Plus Checks

**GP200, GP300,  
GP290, GP295**

QUANTITY	PRICE
500 . . . .	\$294.80
1,000 . . . .	\$347.38
2,000 . . . .	\$474.40
3,000 . . . .	\$649.32
5,000 . . . .	\$969.35
7,000 . . . .	\$1,256.15
10,000 . . . .	\$1,692.00

Prices subject to change

COLOR, TYPE & LOGO:  
See page 2 for options

## Compatible Envelopes

### Single Window #9

F160 - No Tint

F840 - Tint

F842 - Self-seal Tint

### Double Window #9

44-005 - Tint

40-338 - Self-seal Tint

Eligible for



Guardian Checks

GF930, GF935,  
GF946, GF947

QUANTITY	PRICE
500 . . .	\$255.75
1,000 . . .	\$301.83
2,000 . . .	\$379.64
3,000 . . .	\$502.71
5,000 . . .	\$702.90
7,000 . . .	\$897.19
10,000 . . .	\$1,160.30

Prices subject to change

COLOR, TYPE & LOGO:  
See page 2 for options

Compatible Envelopes

Single Window #9

- F160 - No Tint
- F840 - Tint
- F842 - Self-seal Tint

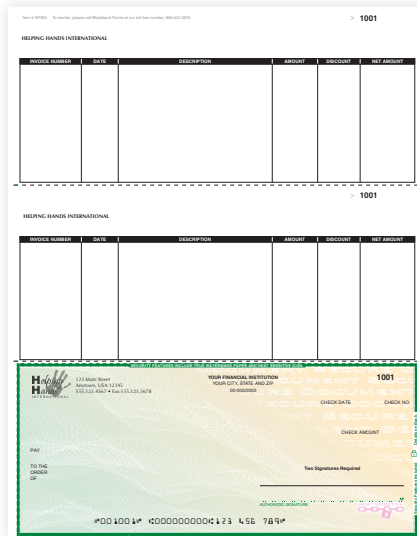
Double Window #9

- 44-005 - Tint
- 40-338 - Self-seal Tint

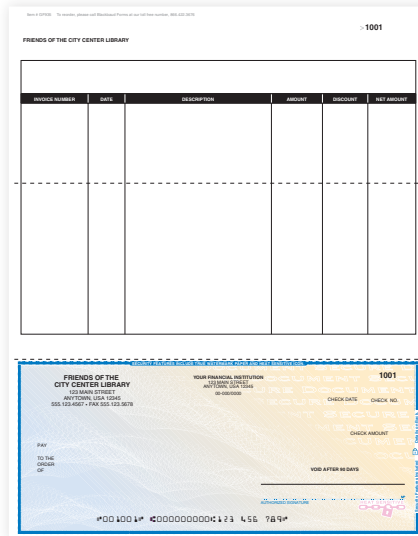
Eligible for  
 Shield

Guardian High Security Checks

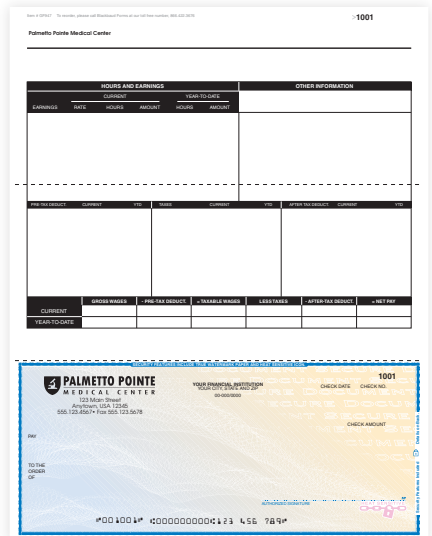
Our Guardian checks include a full range of security features designed to resist fraud, including advanced thermochromic ink and increased reactivity to a wider range of chemicals used to alter checks. Blackbaud's voucher-style AP checks prevent creditor mistakes with thorough remittance detail, ensuring accurate processing and recording of your payments. Payroll checks summarize and provide record of current-pay-period and year-to-date records.



GF930 AP Check - Double Stub



GF935 AP Check - Single Stub



GF947 Payroll 7 Check

GF946 Payroll 6 Check

## Value Checks

F520, F530,  
F630, F635

QUANTITY	PRICE
500 . . . .	\$211.00
1,000 . . . .	\$250.06
2,000 . . . .	\$308.66
3,000 . . . .	\$403.35
5,000 . . . .	\$574.40
7,000 . . . .	\$697.41
10,000 . . . .	\$888.90

Prices subject to change

COLOR, TYPE & LOGO:  
See page 4 for options

Compatible  
Envelopes

## Single Window #9

F160 - No Tint  
F840 - Tint  
F842 - Self-seal Tint

## Double Window #9

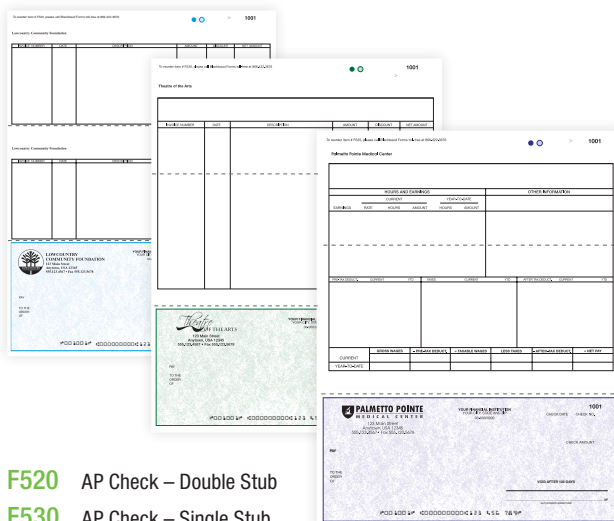
44-005 - Tint  
40-338 - Self-seal Tint

Eligible for



## Value Checks

Our Value checks now have more security features and are guaranteed to be 100% compatible with your software. Available in five background colors with black imprint to save you money.



**F520** AP Check – Double Stub

**F530** AP Check – Single Stub

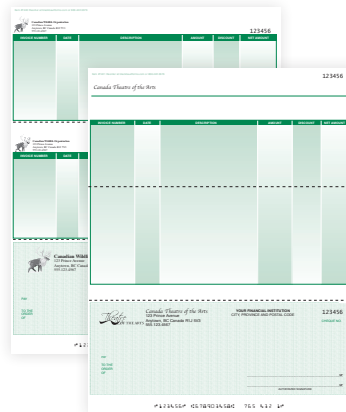
**F635** Payroll 7 Check

**F630** Payroll 6 Check

## Canadian Checks

Our Canadian checks include a full range of security features designed to resist fraud, including increased reactivity to a wider range of chemicals used to alter checks. These voucher-style checks prevent creditor mistakes with thorough remittance detail, ensuring accurate processing and recording of your payments. Compliant with Canadian Payments Association guidelines.

*Produced on high security check stock!*



**F400** Canadian AP Check – Double Stub

**F401** Canadian AP Check – Single Stub

Canadian  
Checks

F400, F401

QUANTITY	PRICE
500 . . . .	\$255.75
1,000 . . . .	\$301.83
2,000 . . . .	\$379.64
3,000 . . . .	\$502.71
5,000 . . . .	\$702.90
7,000 . . . .	\$897.19
10,000 . . . .	\$1,160.30

Prices subject to change

COLOR, TYPE & LOGO:  
See page 4 for options

Compatible  
Envelopes

## Single Window #9

F160 - No Tint  
F840 - Tint  
F842 - Self-seal Tint

## Double Window #9

44-005 - Tint  
40-338 - Self-seal Tint

Now eligible for



**Direct Deposit & EFT Notices**

F640, F645, F760

QUANTITY	PRICE
500 . . .	\$124.10
1,000 . . .	\$175.91
2,000 . . .	\$259.38
3,000 . . .	\$334.41
5,000 . . .	\$484.60
7,000 . . .	\$648.34
10,000 . . .	\$866.70

COLOR, TYPE & LOGO:  
See page 4 for options

**Compatible Envelopes**

Single Window #9

F160 - No Tint

F840 - Tint

F842 - Self-seal Tint

Double Window #9

44-005 - Tint

40-338 - Self-seal Tint

**Deposit Tickets**

4000-2

QUANTITY	PRICE
200 . . .	\$54.14
400 . . .	\$101.24
600 . . .	\$145.86

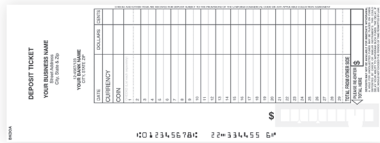
Prices subject to change

**Fraud Deterrent Tips**

- Reconcile checks and accounts promptly
- Know how many checks you ordered, verify your order and the accuracy of the information on your checks
- Treat checks like cash. Store checks in a secure place.
- Consider adding text over the signature to void checks after 30 days. Do not replace lost checks until the original is void.

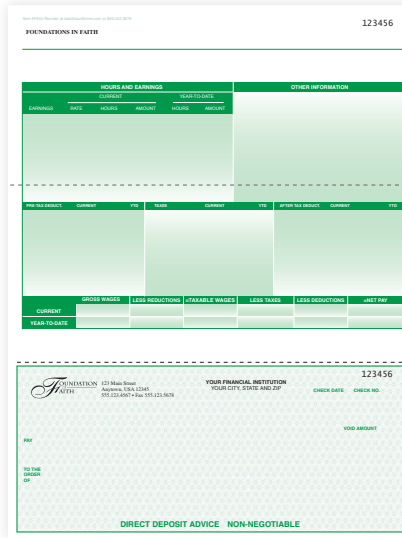
**Bookbound Deposit Tickets**

Our carbonless, two-ply book deposit tickets are imprinted with your organization's name, financial institution and MICR encoding information.



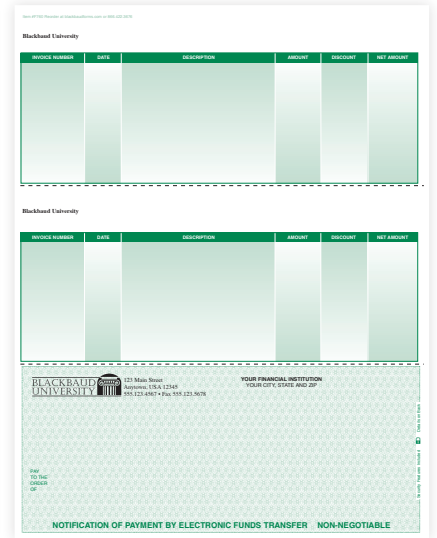
**Direct Deposit & EFT Notices**

Direct Deposit Advice and Accounts Payable EFT Notices are non-negotiable documents used to provide record of electronic payments



**F645** Payroll 7 Direct Deposit Advice

**F640** Payroll 6 Direct Deposit Advice



**F760** EFT Notice



## Student Billing & Accounts Receivable Invoices

Streamline your accounting process with professional-looking forms that are easy to generate and 100% compatible with your Blackbaud software

**F240** Student Billing Statement  
(Charge/credit)

**F907** Student Billing Statement  
(Amount/balance)

**F340** Accounts Receivable Invoice

## Student Billing & Invoices

**F240, F907, F340**

QUANTITY	PRICE
500 . . . .	\$127.90
1,000 . . . .	\$181.13
2,000 . . . .	\$267.20
3,000 . . . .	\$344.43
5,000 . . . .	\$499.10
7,000 . . . .	\$667.73
10,000 . . . .	\$892.70

Prices subject to change

COLOR, TYPE & LOGO:  
See page 5 for options

## Compatible Envelopes

**Single Window #9**

- F160 - No Tint
- F840 - Tint
- F842 - Self-seal Tint

**Double Window #9**  
44-909 - Tint

**Single Window #10**

- F360 - No Tint
- F909 - Tint

Remittance  
ENV858

Purchase Orders & Statements

F330, F911,  
F350, F910

QUANTITY	PRICE
500 . . .	\$127.90
1,000 . . .	\$181.13
2,000 . . .	\$267.20
3,000 . . .	\$344.43
5,000 . . .	\$499.10
7,000 . . .	\$667.73
10,000 . . .	\$892.70

Prices subject to change

COLOR, TYPE & LOGO:  
See page 5 for options

Compatible Envelopes

Single Window #9  
F160 - No Tint  
F840 - Tint  
F842 - Self-seal Tint

Double Window #9  
44-909 - Tint

Single Window #10  
F360 - No Tint  
F909 - Tint

Remittance  
ENV858

Purchase Orders & Statements

Streamline your accounting process with professional-looking forms that are easy to generate and 100% compatible with your Blackbaud software

**PURCHASE ORDER**

LOW COUNTRY COMMUNITY FOUNDATION  
123 Main Street  
Anytown, USA 12345  
555.123.4567 • Fax: 555.123.5678

STATEMENT DATE: \_\_\_\_\_

CUSTOMER: \_\_\_\_\_  
CUSTOMER ID: \_\_\_\_\_ CREDIT AVAILABLE: \_\_\_\_\_

AMOUNT DUE: \_\_\_\_\_  
AMOUNT ENCLOSED: \_\_\_\_\_

SHIP VIA	P.O. #	TERMS	PO DATE	BUYER
		DEPARTMENT	CONTACT TO	

LINE #	OUR PRODUCT ID	VENDOR PART NUMBER	REQUIRED	SHIP	QUANTITY	EXTENDED PRICE
		DESCRIPTION	PREPARED		UNIT PRICE	PRICE
						TOTAL

To receive form F330, please call Blackbaud Forms toll free at 866.422.3676

F330 Purchase Order

**STATEMENT**

123 Main Street  
Anytown, USA 12345  
555.123.4567 • Fax: 555.123.5678

STATEMENT DATE: \_\_\_\_\_

CUSTOMER: \_\_\_\_\_  
CUSTOMER ID: \_\_\_\_\_ CREDIT AVAILABLE: \_\_\_\_\_

AMOUNT DUE: \_\_\_\_\_  
AMOUNT ENCLOSED: \_\_\_\_\_

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR REMITTANCE.

DATE	TYPE	REFERENCE	AMOUNT	BALANCE
				TOTAL

To receive form F911, please call Blackbaud Forms toll free at 866.422.3676

F911 Accounts Receivable Statement  
(Charge/credit) – Version 7

**STATEMENT**

123 Main Street  
Anytown, USA 12345  
555.123.4567 • Fax: 555.123.5678

STATEMENT DATE: \_\_\_\_\_

CUSTOMER: \_\_\_\_\_  
CUSTOMER ID: \_\_\_\_\_ CREDIT AVAILABLE: \_\_\_\_\_

AMOUNT DUE: \_\_\_\_\_  
AMOUNT ENCLOSED: \_\_\_\_\_

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR REMITTANCE.

DATE	TYPE	REFERENCE	AMOUNT	BALANCE
				TOTAL

To receive form F910, please call Blackbaud Forms toll free at 866.422.3676

F910 Accounts Receivable Statement  
(Amount/balance) – Version 7  
F350 Accounts Receivable Statement  
(Amount/balance) – Version 6

## MICR Toner Cartridges

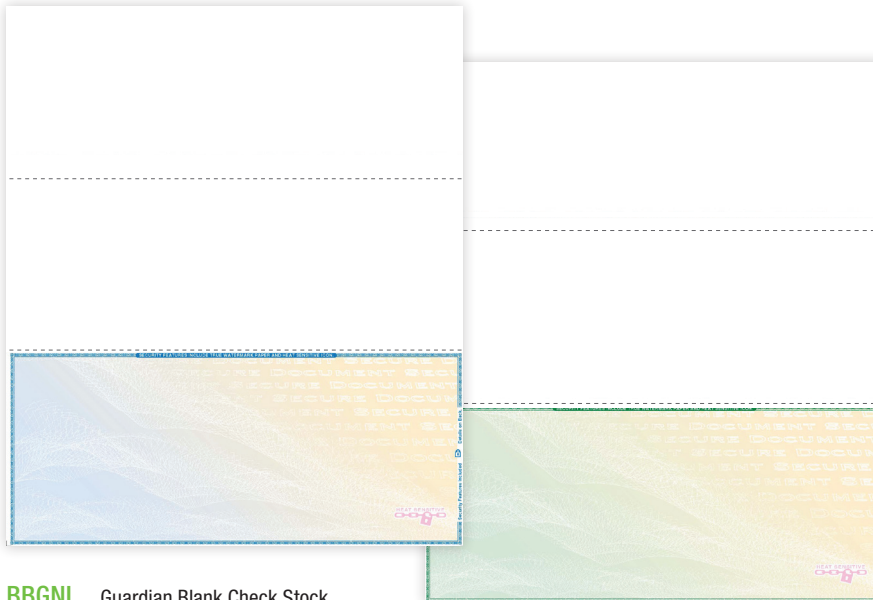
Our MICR toner cartridges are manufactured to American National Standards Institute (ANSI) and Canadian Payment Association (CPA) Signal Level Standards to ensure your checks meet bank requirements. MICR toner includes an iron oxide additive, which allows for electronic processing and ensures compliance with ANSI specifications for readability standards. Using MICR indicates that an organization has done its due diligence to prevent fraud.

Go to [www.blackbaudforms.com](http://www.blackbaudforms.com) to see our full line of HP compatible MICR toner cartridges



## Guardian Blank Check Stock

Guardian high security blank check stock has all the robust security features of our preprinted Guardian checks. Available only without signature line. Print the entire check face from our Accounting Forms module.



**BBGNL** Guardian Blank Check Stock

*Now available with logo and personalization options*

## Blank Check Stock

### BBGNL

QUANTITY	PRICE
500 . . . . .	\$98.50
1,000 . . . . .	\$135.46
2,000 . . . . .	\$252.54
3,000 . . . . .	\$355.05
5,000 . . . . .	\$485.45
7,000 . . . . .	\$679.63
10,000 . . . . .	\$914.40

*Prices subject to change*

COLOR, TYPE & LOGO:  
See page 2 for options

## Compatible Envelopes

### Single Window #9

F160 - No Tint

F840 - Tint

F842 - Self-seal Tint

### Double Window #9

44-005 - Tint

40-338 - Self-seal Tint

## FundWare Checks

FW521, FW522,  
FW523

QUANTITY	PRICE
500 . . .	\$222.00
1,000 . . .	\$263.35
2,000 . . .	\$324.90
3,000 . . .	\$424.71
5,000 . . .	\$604.70
7,000 . . .	\$734.16
10,000 . . .	\$935.80

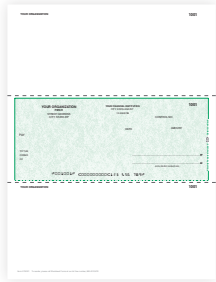
Prices subject to change

COLOR, TYPE & LOGO:  
See page 4 for options

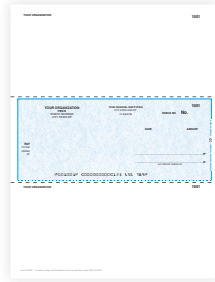


## FundWare Checks

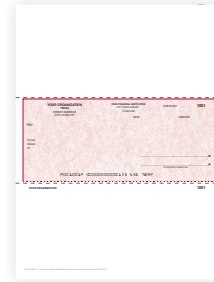
Our preprinted multipurpose and payroll checks are formatted with the check in the middle layout



**FW521** FundWare  
Multipurpose  
Laser Check with  
Control Number



**FW522** FundWare  
Multipurpose  
Laser Check with  
Check Number



**FW523** FundWare  
Payroll Check

## FundWare Envelopes

For FundWare multipurpose checks use:

**DW1** Double window envelope with security tint  
SIZE: 3 5/8" x 8 1/2"



For FundWare payroll checks use:

- 44-530** No. 9 double window with security tint
- 44-535** No. 9 self-seal double window with security tint
- 44-555** No. 9 single window with security tint  
Imprint 44-555 with your logo & address



## FundWare Envelopes

DW1	QUANTITY	PRICE
	500 . . . . .	\$65.45
	1,000 . . . . .	\$102.12
	2,000 . . . . .	\$188.70
	3,000 . . . . .	\$270.48
	5,000 . . . . .	\$433.80
	7,000 . . . . .	\$597.38
	10,000 . . . . .	\$844.70

44-530	QUANTITY	PRICE
	500 . . . . .	\$148.45
	1,000 . . . . .	\$166.78
	2,000 . . . . .	\$326.66
	3,000 . . . . .	\$489.99
	5,000 . . . . .	\$785.05
	7,000 . . . . .	\$1,099.07
	10,000 . . . . .	\$1,570.10

40-535	QUANTITY	PRICE
	500 . . . . .	\$193.50
	1,000 . . . . .	\$223.04
	2,000 . . . . .	\$424.56
	3,000 . . . . .	\$636.84
	5,000 . . . . .	\$1,005.55
	7,000 . . . . .	\$1,407.77
	10,000 . . . . .	\$2,011.10

44-555	QUANTITY	PRICE
	500 . . . . .	\$124.70
	1,000 . . . . .	\$169.55
	2,000 . . . . .	\$308.60
	3,000 . . . . .	\$462.90
	5,000 . . . . .	\$722.70
	7,000 . . . . .	\$1,011.78
	10,000 . . . . .	\$1,445.40

Prices subject to change

COLOR, TYPE & LOGO:  
See page 5 for options

## Gift Receipts

With Raiser's Edge gift receipts, quickly and easily print a customized record of the date, gift amount and fund to which the gift was applied. Your software automatically assigns a receipt number and allows you to add special messages or specific information. Our gift receipts are government-approved tax receipts.

One per Page Forms

F570 & F770

QUANTITY	PRICE
500 . . .	\$127.90
1,000 . . .	\$181.13
2,000 . . .	\$267.20
3,000 . . .	\$344.43
5,000 . . .	\$499.10
7,000 . . .	\$667.73
10,000 . . .	\$892.70

Three per Page Forms

F280\* & F780\*

QUANTITY	PRICE
500 . . .	\$140.60
1,000 . . .	\$201.35
2,000 . . .	\$302.30
3,000 . . .	\$400.74
5,000 . . .	\$583.50
7,000 . . .	\$780.29
10,000 . . .	\$1,061.30

\*Note: pricing is shown by number of sheets, not forms

Prices subject to change

COLOR, TYPE & LOGO:  
See page 5 for options

See page 6 for envelope options



**The City Zoo Society**  
123 Main Street  
Anytown, USA 12345  
555.123.4567

Dear Mr. Wood,

Thank you for your recent gift of \$100.00. As a supporter of The City Zoo, your support enables conservation efforts, quality animal care, facilities and habitat improvements, wildlife conservation activities and educational programs for children and adults. Your contribution to our Annual Fund Campaign is sincerely appreciated. There are other exciting ways in which you can engage your family or business in the adventures of The City Zoo while enjoying the benefits of our program:

- ZOO/PARK PROGRAM - Adopt an Animal
- ZOO MEMBERSHIPS - Your ticket to adventure!
- SPONSORSHIPS - Become a Corporate Partner
- PLANNED GIVING - Leave a Legacy

Please visit our website at [TheCityZoo.com](http://TheCityZoo.com) for more information, or call 555.123.4567

With your support, we can continue to prove appreciation for wildlife education and conservation through fun activities, entertainment, wildlife projects, research, and educational programs.

Sincerely,

Joseph East  
Executive Director  
The Zoo Society

The Zoo Society is a 501(c)3 non-profit fundraising organization whose purpose is to fund financial support for The City Zoo. The program at The City Zoo would not be possible without the generous support of our donors. The Zoo Society accepts cash and in-kind gifts. Many thanks to everyone who is a Zoo supporter! Tax ID No. 123-45-6789.

---



**Thank you for your gift!**  
Your support enables us to provide greater access to quality conservation, education, research, and family entertainment.

**RECEIPT**

Your gift is gratefully acknowledged.



Gifts to The Zoo Society are tax deductible in the amount provided by law. See IRS 527(a)(2)(D).

Please mail this receipt for your records.



**Thank you for your gift!**  
Your support enables us to provide greater access to quality healthcare services on behalf of our patients and the community we serve. Your gift is gratefully acknowledged.

**RECEIPT**

Your contribution demonstrates your commitment to health healthcare.

*Gifts to the Palmetto Pointe Medical Center are tax deductible in the amount provided by law. No goods or services have been provided in the return for the transaction in consideration of the gift.*

Please retain this receipt for your records.



Your support enables us to provide greater access to quality healthcare services on behalf of our patients and the community we serve. Your gift is gratefully acknowledged.

Red Priority  
Red property may be given as an outright gift or by bequest.

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(F280 Front)

**F570** One per Page, U.S.

**F770** One per Page, Canada

**F280** Three per Page, U.S.

**F780** Three per Page, Canada

Blackbaud Forms

Order online at [blackbaudforms.com](http://blackbaudforms.com) or call 866.422.3676

One per Page Forms

F250, F680, F872, F874, F863

QUANTITY	PRICE
500 . . .	\$127.90
1,000 . . .	\$181.13
2,000 . . .	\$267.20
3,000 . . .	\$344.43
5,000 . . .	\$499.10
7,000 . . .	\$667.73
10,000 . . .	\$892.70

Prices subject to change

COLOR, TYPE & LOGO:  
See page 5 for options

Compatible Envelopes

Single Window #9  
F160 - No Tint  
F840 - Tint  
F842 - Self-seal Tint

Single Window #10  
F360 - No Tint  
F909 - Tint

Remittance  
ENV858

COLOR, TYPE & LOGO:  
See page 5 for options

Phonathon Forms

Raiser's Edge Phonathon forms list background information to help callers. The bottom section is perforated to tear off for mailing to the donor as a pledge reminder. Include a remittance envelope to improve response rates.

**Pledge Amount** \$ \_\_\_\_\_ **Matching Gift** \$ \_\_\_\_\_  
 L: \_\_\_\_\_ S: \_\_\_\_\_  
 By: \_\_\_\_\_

New donor  
 Renewing donor  
 Undecided  
 Send information  
 Other reason: \_\_\_\_\_

Do not call  
 Do not mail  
 Visa  Mastercard  American Express  
 Exp. Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Call Record**  
 Caller: \_\_\_\_\_ Date/Time: \_\_\_\_\_ Comments: \_\_\_\_\_

New Address  Home  Business  
 Out of order  Disconnected  Wrong number

**Office Use Only**  
 Printed on: \_\_\_\_\_ By: \_\_\_\_\_  
 Mailed on: \_\_\_\_\_ By: \_\_\_\_\_

**Old Torma History Union**  
 121 Main Street  
 Hoveton, MA 01854  
 508.233.4567 Fax: 508.233.9878

Thank you for your pledge of \$ \_\_\_\_\_ made on \_\_\_\_\_

Visa  Mastercard  American Express  
 Card # \_\_\_\_\_  
 Exp. Date \_\_\_\_\_  
 Signature \_\_\_\_\_

Please make checks payable to **Old Torma History Union**  
 A gift certificate is enclosed.  
 Contributions are tax deductible to the extent provided for by law.

Please indicate any address change.

F250 Phonathon

Appeals

Select Appeal Cards under Raiser's Edge Mail options and print previous and suggested gift amounts for each constituent. Customize a specific appeal by including a short message. You can also include a gift barcode containing the Constituent ID, Fund ID, Appeal ID, and Package ID. Include a remittance envelope to improve response rates.

**Helping Hands**

Dear Fred:

In today's challenging economic climate, Helping Hands International relies more than ever on the generous spirit of individuals, businesses, and foundations working toward a common goal — improve the lives of children and other adults across the world.

Thanks to donations from people just like you, Helping Hands International is making a difference every day. Your donations make it possible for HHI to provide programs and education, support the communities in which we live and work, and serve children and other adults in difficult financial circumstances.

We have never turned away a person in need. With your help, we never will. Will you please help make miracles happen by giving to Helping Hands International? Your gift of \$15, \$25 or \$35 can make a tremendous difference in the life of an underprivileged child or family.

Your support means the world to the kids at Helping Hands International. On behalf of our children, their families, our staff and employees, thank you.

Sincerely,  
 Michael D. Cooper  
 Michael D. Cooper  
 President and CEO

*P.S. We need help now. We'll your support allow us to help children across the world with love, hope for a brighter future. Thank you for making our goal.*

**Please Help**  
 I would like to make a difference with my gift of \$15 \$25 \$35  
 I prefer to be billed every month  
 I prefer to be billed every 3 months  
 I prefer to be billed every 6 months  
 I prefer to be billed every 12 months

**Please Help**  
 I would like to make a difference with my gift of \$15 \$25 \$35  
 I prefer to be billed every month  
 I prefer to be billed every 3 months  
 I prefer to be billed every 6 months  
 I prefer to be billed every 12 months

**PLEASE HELP US WITH YOUR CREDIT CARD**  
 Visa  Mastercard  Discover  
 Card # \_\_\_\_\_  
 Exp. Date (MM/YY) \_\_\_\_\_  
 CHECK ENCLOSED  
 Please make your check payable to **Helping Hands International**

F680 One per Page, Letter Format

**Helping Hands**

Dear Fred:

In today's challenging economic climate, Helping Hands International relies more than ever on the generous spirit of individuals, businesses, and foundations working toward a common goal — improve the lives of children and other adults across the world.

Thanks to donations from people just like you, Helping Hands International is making a difference every day. Your donations make it possible for HHI to provide programs and education, support the communities in which we live and work, and serve children and other adults in difficult financial circumstances.

We have never turned away a person in need. With your help, we never will. Will you please help make miracles happen by giving to Helping Hands International? Your gift of \$15, \$25 or \$35 can make a tremendous difference in the life of an underprivileged child or family.

Your support means the world to the kids at Helping Hands International. On behalf of our children, their families, our staff and employees, thank you.

Sincerely,  
 Michael D. Cooper  
 Michael D. Cooper  
 President and CEO

*P.S. We need help now. We'll your support allow us to help children across the world with love, hope for a brighter future. Thank you for making our goal.*

**Please Help**  
 I would like to make a difference with my gift of \$15 \$25 \$35  
 I prefer to be billed every month  
 I prefer to be billed every 3 months  
 I prefer to be billed every 6 months  
 I prefer to be billed every 12 months

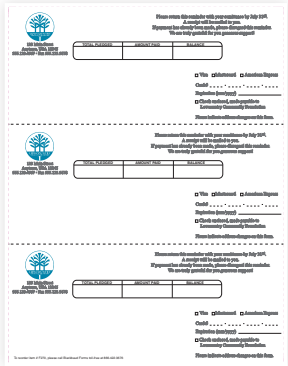
**Please Help**  
 I would like to make a difference with my gift of \$15 \$25 \$35  
 I prefer to be billed every month  
 I prefer to be billed every 3 months  
 I prefer to be billed every 6 months  
 I prefer to be billed every 12 months

**PLEASE HELP US WITH YOUR CREDIT CARD**  
 Visa  Mastercard  Discover  
 Card # \_\_\_\_\_  
 Exp. Date (MM/YY) \_\_\_\_\_  
 CHECK ENCLOSED  
 Please make your check payable to **Helping Hands International**

F361 Three per Page

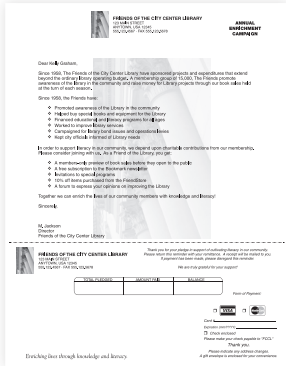
## Pledge Reminders

Raiser's Edge Pledge Reminders include pledge installment due dates, balances, and an area for special messages. Include a remittance envelope to improve response rates.



### Three-column Pledge Reminders

- F872** One per Page, Letter Format
- F270** Three per Page

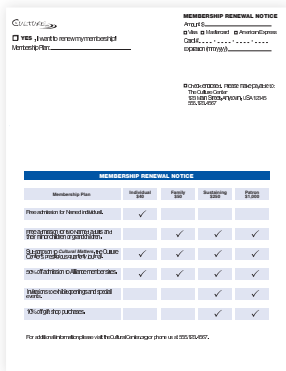


### Five-column Pledge Reminders

- F874** One per Page, Letter Format
- F260** Three per Page

## Membership Renewal Forms

Increase donor retention rates by providing constituents with a timely reminder. It's the perfect way to list benefits of membership and highlight donation levels. This highly customizable form is compatible with The Raiser's Edge, Altru and Blackbaud CRM. Include a remittance envelope to improve response rates.



### F863 One per Page



### F310 Three per Page

## Three per Page Forms

**F361\***, **F270\***, **F260\***, **F310\***

QUANTITY	PRICE
500 . . .	\$140.60
1,000 . . .	\$201.35
2,000 . . .	\$302.30
3,000 . . .	\$407.74
5,000 . . .	\$583.50
7,000 . . .	\$780.29
10,000 . .	\$1,061.30

*\*Note: pricing is shown by number of sheets, not forms. Prices subject to change*

COLOR, TYPE & LOGO:  
See page 5 for options

## Compatible Envelopes

- Single Window #9**
- F160** - No Tint
- F840** - Tint
- F842** - Self-seal Tint

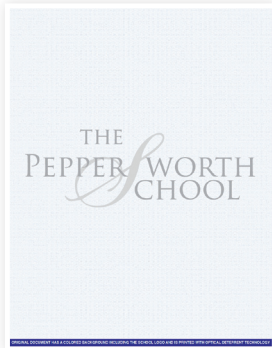
- Single Window #10**
- F360** - No Tint
- F909** - Tint

Remittance  
**ENV858**

COLOR, TYPE & LOGO:  
See page 5 for options

## Report Card/Transcript Security Paper

Prevent unauthorized reproduction of report cards and transcripts with our tamper-evident security paper. Add your school logo or mascot in the background at no additional charge.



**F220** 8.5" x 11" Portrait

**F225** 8.5" x 11" Landscape

QUANTITY	PRICE
500 . . . . .	\$172.50
1,000 . . . . .	\$221.43
2,000 . . . . .	\$372.70
3,000 . . . . .	\$520.23
5,000 . . . . .	\$815.45
7,000 . . . . .	\$1,068.41
10,000 . . . . .	\$1,448.10

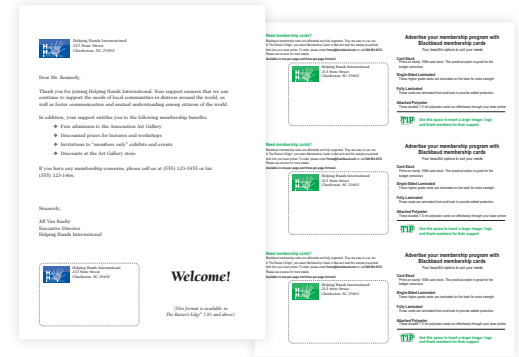
Prices subject to change

COLORS: Blue, Green or Maroon

Blackbaud membership cards and thermal ticket stock are produced by specialty teams, so they're not supported on [blackbaudforms.com](http://blackbaudforms.com). Please see below for this contact information.

## Membership Cards

Our membership cards for The Raiser's Edge®, Altru™ and Blackbaud CRM print easily on laser printers and are ink permeable, so signatures are stable. Available in a range of materials and formats, including three per page perforated forms, as well as stationery formats with one or two cards per page. **Contact our membership card team at 800.993.8372 or [cards@blackbaudCARDS.com](mailto:cards@blackbaudCARDS.com)**



## Thermal Ticket Stock

For information, options and pricing please email [forms@blackbaud.com](mailto:forms@blackbaud.com).

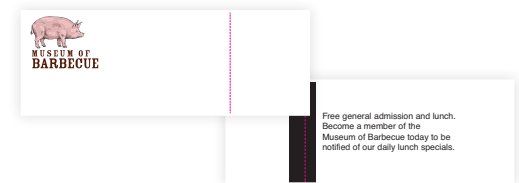
A team member will respond to your request in one business day.

### T100 Custom Thermal Ticket Stock

Options include: thermographic ink, microprint, black light ink, hidden image, holograms, and security foils

### T101 Generic Thermal Ticket Stock

Size, color and stub options vary by printer model





### 1 Client / Shipping Information

Please indicate street address for delivery

Organization Name \_\_\_\_\_

Attention \_\_\_\_\_

Street Address (No P.O. Box) \_\_\_\_\_

Floor, Suite or Room \_\_\_\_\_

City, State and ZIP \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_

### 2 Billing Address (if different from shipping address).

Organization Name \_\_\_\_\_

Attention \_\_\_\_\_

Street Address \_\_\_\_\_

Floor, Suite or Room \_\_\_\_\_

City, State and ZIP \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_



## Order Form

**Site I.D. (required)**

### Office Use Only

Received Date \_\_\_\_\_ Ship Date \_\_\_\_\_

Dir/catalog \_\_\_\_\_

PO# \_\_\_\_\_

### Order Form

Phone  
866.422.3676  
8:30 a.m. to 7:00 p.m. Eastern

Fax Toll-Free  
866.262.9590  
24 hours a day, 7 days a week

Mail  
Blackbaud Forms  
P.O. Box 678  
Tarrytown, NY 10591

Online  
[blackbaudforms.com](http://blackbaudforms.com)

### 3 Product Order Information

Product #	Description	Qty	Type Style	Bkgrd Color <sup>1</sup>	Checks			Logos	Price	
					Imprint Ink Color <sup>1</sup>	Starting Check No. <sup>2</sup>	Signature Lines	Reverse No. <sup>3</sup>		Logo
							1/2	Y/N	Y/N	
							1/2	Y/N	Y/N	
							1/2	Y/N	Y/N	
							1/2	Y/N	Y/N	

1- See color options on pages 2, 4, 5 & 18. If more than one color is desired, please indicate colors in "Special Instructions" area. Additional charges apply when printing in multiple colors or custom Pantone® ink.  
2- If no check starting number is indicated, default starting number is 1001. If no check numbering is required, please indicate "None."  
3- For more information on Reverse Numbering, please see below.

### 4 Financial Institution Information

IMPORTANT: For mailed check orders, enclose a sample voided check. We will print checks as shown. Please indicate any changes on the face of the voided check. If you do not have a sample check, provide a Specification Sheet from your bank. For deposit ticket orders enclose a sample voided deposit ticket. For faxed check orders, fax a voided check or Specification Sheet from your bank to 866.262.9590.

### Need assistance? Call 866.422.3676

Rush production services and expedited shipping are available. Call for details.

### 5 Special Instructions

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

When you change banks or your bank is taken over by a merger, your account information needs to be updated. Please provide your new account number and a sample voided check with your changes indicated on the face of the check.

### Standard Shipping and Handling

- All regular orders ship Ground Delivery
- Some items are shipped separately and may arrive several days apart
- Customers in Hawaii, Puerto Rico, Alaska and Canada as well as international customers, must call for applicable shipping charges

If your order is:	Please add:
\$0-\$24.99 . . . . .	\$12.40
\$25.00-\$49.99 . . . . .	\$16.97
\$50.00-\$74.99 . . . . .	\$24.94
\$75.00-\$99.99 . . . . .	\$27.37
\$100.00-\$124.99 . . . . .	\$33.00
\$125.00-\$149.99 . . . . .	\$35.89
\$150.00-\$174.99 . . . . .	\$38.49
\$175.00-\$199.99 . . . . .	\$40.42
\$200.00-\$299.99 . . . . .	\$51.30
\$300.00-\$399.99 . . . . .	\$66.59
\$400.00-\$499.99 . . . . .	\$79.76
\$500.00-\$599.99 . . . . .	\$94.37
\$600.00 and over . . . . .	\$111.90

Prices subject to change

If you need your product fast, let us know. Rush services are available.

### Additional Inks

Add EZShield to my order for 4 cents per check

### Order Subtotal

### Standard Shipping & Handling

\*Free surface delivery within the continental U.S.

### Grand Total

Applicable Sales tax will be added to your order

### Logos

Send your logo in any of these file types: .pdf, .ai, .psd, .tiff or .eps.

We cannot accept faxes, photocopies or grayscale. Upload your logo at [blackbaudforms.com](http://blackbaudforms.com) or send to [forms@blackbaud.com](mailto:forms@blackbaud.com).

### Reverse Numbering

To know if you need reverse numbering:

- 1) Mark an X on a blank sheet of paper
- 2) Put the paper face up in your printer and print
- 3) If your printing comes out on the blank side you need reverse numbering

### Stamps

Send your custom text or bank information

**Pre-Inked Convenience Stamps**

These pre-inked stamps help save time and project a professional image.

COLOR: Red



**PAID** S-5110

**VOID** S-5115

**COPY** S-5123

**CONFIDENTIAL** S-5126

**DRAFT** S-5127

**PAST DUE** S-5128

Stamps	
	PRICE
S-5110	\$18.86
S-5115	\$18.86
S-5123	\$18.86
S-5126	\$18.86
S-5127	\$18.86
S-5128	\$18.86
GP20	\$33.63
GP30	\$35.42
GP40	\$38.63

*Prices subject to change*

**Green Line® Self-inking Custom Stamps**

Use this eco-friendly stamp to efficiently print a return address or endorse a check. Made with water-based inks, 80% recycled content, and 100% recycled content packaging. Safe, Microban®-infused handles. Sturdy construction designed for high speed stamping. Easy view index window.

COLORS: Black, Blue, Green, Red and Purple



- GP20** 1/2" by 1-7/16" impression area with up to 4 lines of custom text
- GP30** 11/16" by 1-13/16" impression area with up to 5 lines of custom text
- GP40** 13/16" by 2-3/16" impression area with up to 6 lines of text

# Blackbaud Forms

ORDER FORM

Get the most out of your software with printed products guaranteed 100% compatible

blackbaud®

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2000 Daniel Island Drive, Charleston, SC 29492 T 800.443.9441 E [solutions@blackbaud.com](mailto:solutions@blackbaud.com) W [www.blackbaud.com](http://www.blackbaud.com)

Blackbaud Forms  
P.O. Box 681  
Tarrytown, NY 10591