**REQUEST FOR SUPPORT (RFS)**

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| **TO: <Company Name> (“Company”)** **ATTN: <Company POC>** **<Company Address>** **Telephone:** **<Company Telephone No.>** **Email:** **<Company Telephone Email>** | **RFS NUMBER (*optional*):****# GT –** ***3-Letter Company Identifier*** **– *5-digit number identifier (e.g.,*** # **GT-ABC-00005)**  *OR* **Leave Blank** |
| **DATE: Month Day, Year**  |
| **DESCRIPTION****Fellowship Award Name and/or****General Support Details** ***Examples:******ABC Company Graduate Fellowship Award to Support*** ***Georgia Tech Graduate Student for******2024-25 Academic Year****OR* ***Fellowship Support for*** ***Georgia Tech Graduate Student for******Fall 2024 Semester****OR* ***See attached agreement for Fellowship Award details******related to this invoice.*** **TOTAL**    | **AMOUNT****$$$$****<\*TOTAL AMOUNT\*>** |
| **Please send ACH & Wiring Transfer to:** **Georgia Institute of Technology**(***Georgia Tech banking details and ACH & Wiring Instructions will be provided separately by the GT Department. Departments should reference the*** [***How to Process Department-Coordinated Fellowships***](https://grad.gatech.edu/sites/default/files/documents/protected/How-to-process-department-coordinated-fellowships.pdf) ***for details.)*** | **Please make check payable to:****Georgia Institute of Technology****ATTN: Fellowships Team Bursar**Bursar's OfficeLyman Hall, Suite 111225 North AvenueAtlanta, GA 30332-0255 |
| **Note**: Please include the student’s name or the fellowship’s name in the memo section of the check or wire transfer. |
| **Stipulations**1. This Request for Support (RFS) outlines the Company’s intent to fund a student’s fellowship award. Since this is not a gift, no gift or donation acknowledgement will be provided.
2. This funding is **not for goods, services or an internship**.
3. This RFS constitutes the entire understanding of the parties regarding this funding.
4. Notwithstanding terms and conditions (T&Cs) in a separate written agreement signed by Company and Georgia Tech’s authorized representatives, any additional T&Cs are **null and void and shall not apply** to Georgia Tech.
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