

## ORGANIZATIONAL FUND ADVISOR CHANGE FORM

### Fund Advisor Information

Fund Name: \_\_\_\_\_

New Fund Advisor Name: \_\_\_\_\_

Advisor's Role (i.e. Endowment Chair, Treasurer) \_\_\_\_\_

New Fund Advisor Address: \_\_\_\_\_

\_\_\_\_\_

New Fund Advisor Email \_\_\_\_\_

New Fund Advisor Phone \_\_\_\_\_ day \_\_\_\_\_ evening

Outgoing Fund Advisor (or other responsible party):

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title or Position: \_\_\_\_\_

Please use this form to notify the Foundation of a change in the Fund Advisor. The Fund Advisor (typically, the Church Treasurer or the organization's Endowment Committee Chair) is the primary contact person for the Fund and the person from whom the Foundation accepts requests and recommendations regarding the Fund.

The outgoing Fund Advisor should sign this form. If that person is not available, the Pastor or Executive Director or some other person in a position of leadership within the organization should sign this form.

When complete, this form may be transmitted to the Foundation by fax to 612-844-4109, or by mail:

Lutheran Community Foundation  
625 Fourth Avenue South, Suite 1500  
Minneapolis MN 55415

