

◆PERSONAL AND CONFIDENTIAL◆

Prospect Research Briefing

<<Month Day, 2007>>

Do Not Copy or Share With Others  
Without Prior Approval of XX Institution  
Department of XX

<<Entity Name>>

**Home Address:**

**Business Address:**

Phone:

Fax:

Web Site:

**E-mail:**

**Relationship to XX:**

➤

➤

**XX Affiliations:**

➤

➤

➤

**Giving History at XX:**

**Lifetime Recognition Amount: \$**

Last:     \$   Date: xx/xx/xxxx     Fund:

First:    \$   Date: xx/xx/xxxx     Fund:

Largest:  \$   Date: xx/xx/xxxx     Fund:

**Pledge: \$xxx**

Last:     \$xxx     Date: xx/xx/xxxx     Fund:

First:    \$xxx     Date: xx/xx/xxxx     Fund:

**Current Business Affiliation:**

<<Company Name>>: <<Title>>

<<Narrative of company background/history>>

**Personal:**

**Born:** <<Month, day, year, origin>>

**Education:**



**Parents:**

**Spouse:**

**Children:**

**Grandchildren:**

**Political Affiliation:**

**Avocations:**

**Creative Works:**

**Awards and Honors:**



**Boards, Community Service and Professional Affiliations:**

