

Applying for Blackbaud Purchase Cards

An Application Checklist

Before applying for your **Blackbaud Purchase Cards** account, please collect the following information. Most of your organization's information will be pre-populated, and you will have an opportunity to review and update it during the application process.

Contact Information

- Organization name _____
- Tax ID _____
- Year established _____
- Governing body _____
- Address _____
- City _____
- State _____
- ZIP code _____

Financial Information

- Gross revenue (prior fiscal year) _____
- Cash _____
- Marketable securities _____
- Unrestricted net assets _____
- Expected monthly card spend _____
- Annual total expenses _____
- Depreciation _____
- Debt _____

Continued on following page



Borrower's Resolution (optional)

You can upload an attachment if applicable.

Applicant Information

The applicant should be an individual who is authorized to apply for a line of credit on behalf of your organization.

- Title _____
- Name _____
- Birthdate _____
- Phone number _____
- Email address _____
- Address _____
- City _____
- State _____
- ZIP code _____
- Social security number _____
- ID number (e.g., driver's license) _____
- ID issuing state _____
- ID issue date _____
- ID expiration date _____

Additional Signers (optional)

If you wish to include a second signer for your **Blackbaud Purchase Cards**, you will need to provide all of the applicant information for that individual as well.

To apply, visit www.blackbaud.com/purchasecard and select **Apply Now**.