

Aventri Site Testing Request

Aventri Event Name: _____

Aventri Event ID Number: _____

Berkeley Law Center: _____

Event Owner Name: _____ Email: _____

Aventri Event Web page link: _____

Chartstring (to receive revenue):

BU	Account	Fund	Dept	Program	CF1	CF2
1						

Open Registration Date: _____

Formal Date of Event (last day for registrations): _____

Will registration include a gift/donation option? Yes No

Have you discussed the gift/donation option with Development and Alumni Relations Office? Yes No

Gift Fund Chartstring Created by DAR (Please only provide Chartstring approved for use by Alumni Development:

BU	Account	Fund	Dept	Program	CF1	CF2
1						

Signature:

 Director, Administration and Donor Engagement
 Giving and Donor Support

****Payment Card Industry (PCI) Data Security Standards**

“Campus departments may not store credit card numbers in any electronic format including email, spreadsheet, databases, etc., unless official approval from the Controller's Office has been obtained.

Merchant should never manually enter credit card information through campus workstations or other non-secure devices. This practice will expose the campus to significant risk and violates campus policy and [PCI DSS protocol](#).”

Please note, it is the requester’s responsibility to validate chartstrings and the information on the Aventri page.

 Aventri requester’s Signature date