**Appendix B: Sample Annual Restricted Fund Certification**

**Annual Restricted Fund Certification**

[school name]

Harvard University

For the period ended \_\_\_\_\_\_\_\_, 20\_\_, I certify that:

* I have read and understand the donor terms for all restricted funds for which I have transaction or spending authority.
* The terms have been communicated to any others in my department who transact against the restricted funds.
* All transactions I have performed or have authorized others to perform have been in accordance with the terms of the funds.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_