

**(NWSS) Department / NWTU Personal Pro-D Funds  
TRANSFER FORM**

This form is to be used when...

- one teacher transfers money to another teacher as a 1 year loan
- one teacher transfers money to another teacher to pay back a loan
- a department head transfers money from the department funds to a teacher
- a teacher transfers money to the department funds to pay back a loan

**FUNDS TRANSFERRED FROM:**

Name: \_\_\_\_\_ Dept: \_\_\_\_\_

Account: Individual \_\_\_\_\_ Dept \_\_\_\_\_

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

Signature: \_\_\_\_\_  
of another dept member when a Dept Head withdraws Dept Funds

**FUNDS TRANSFERRED TO:**

Name: \_\_\_\_\_ Dept: \_\_\_\_\_

Pro-D Application Form # \_\_\_\_\_

Account: Individual \_\_\_\_\_ Dept \_\_\_\_\_

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

AMOUNT TRANSFERRED \$ \_\_\_\_\_