

IN-KIND DONATION

**Please note: completion of this form does not constitute acceptance of your donation. You will be notified about the status of your donation by the appropriate College representative.*

SECTION 1: CONTACT INFORMATION

Donor Individual or Donor Corporation Name (s)

Mailing Address

City, State, Zip:

Phone

Email

Donor Name/Corporation as it should appear for recognition Gift to remain anonymous

SECTION 2: DESCRIPTION OF DONATED ITEM

This section must be completed and signed by the donor

Description of Item (Include quantities. If donation is a vehicle, you must include year, make/model, mileage, and V.I.N. #)

Fair Market Value as determined by Donor (please check)

Donor Statement of Value Appraisal Attached Receipt Attached

\$

Intended Use of Donation: (Instructional purposes for specific program)

Donor Signature

Printed Name

Date

(Office use only below line)

Approvals:

Signature (Department Dean)

Date

Signature (Associate Vice President, Development & External Affairs)

Date