



## GIFT-IN-KIND FORM

**TO BE COMPLETED BY DONOR(S)**

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

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**ITEM(S) DONATED:** (Serial/Registration/Id #'s to be supplied whenever possible). Attach additional sheets if necessary.

**Donor Estimated Value \$** \_\_\_\_\_ **Donation Date:** \_\_\_\_\_

*Please note statement below regarding valuation*

Contribution is for (division/department/program) \_\_\_\_\_

Donor Signature

Received by (Division/Department) Signature

**Internal Revenue law regarding contributions of non-cash property is as follows: "For gifts worth more than \$500, donors must complete IRS 8283, Non-Cash Charitable Contributions.**

**For gifts worth more than \$5,000, donors must complete Form 8283 and also provide the IRS with a qualified appraisal." If the equipment is new and has been donated by the manufacturer, the fair market value as documented by the company is sufficient. Gifts that require a substantial or unique obligation of the Foundation or the District, shall be submitted to the Superintendent President for approval as to acceptability and conformance with District regulations prior to acceptance.**