

**In-Kind Donation
Acknowledgment Form**

Donor

Organization

Organization Name: _____

Organization Contact Name: _____

Address: _____

Phone: _____

Individual

Name : _____

Address: _____

Phone: _____

Email: _____

Item(s) Donated

Description: _____

Date of Donation: _____

Value of Donation (completed by donor): \$ _____

Other / Notes

**Please provide this form and copies of receipts/proof of market value (if available)
to the Development Team so an acknowledgement can be completed and mailed.**

for Development Dept. use:

Constituent ID #: _____

Date recorded in database: ___ / ___ / _____

Acknowledgement letter sent: Date: ___ / ___ / _____