

**Donor "Gift-in-Kind" Form  
(To be completed by the donor.)**

**ATTACHMENT I**

Donor Name: \_\_\_\_\_  
(Company or individual's name)

Contact Person: \_\_\_\_\_

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

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

I would like to donate (brief description): \_\_\_\_\_  
\_\_\_\_\_

*The VPUA or designee will consider gifts of tangible and intangible personal property only after a thorough review indicates that the property is readily marketable or needed by the University. Gift-in-Kinds are considered charitable in accordance with IRS publication 526. Software usage, services and gift cards not redeemable for cash are not considered charitable gifts.*

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**Fair Market Value as determined by the donor:** The IRS defines fair market value as "the price a willing, knowledgeable buyer would pay a willing, knowledgeable seller when neither has to buy or sell."

\$ \_\_\_\_\_

**Appraised value:** If the value of the donation is \$5,000 or more, I am attaching a copy of the appraisal. \$ \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_ Please send me a gift receipt for my donation