Gift-In-Kind Contribution Form-Student Organizations

Contributor’s Name:
If donated by a corporation, please give the company name. If donated by an individual, please give their name.

Address:__________________________________________________________

City, State, ZIP:_____________________________________________________

Responsible Party Name and Title:
If donor is a corporation, please give name of person responsible for the donation (manager, owner, etc.) in order for us to address thank you letter to proper person.

Description of Item Donated:
______________________________________________________________

Purpose of Item Donated:
______________________________________________________________
______________________________________________________________
______________________________________________________________

Value: (if unknown, please use estimated retail value)____________________
Gifts-in-kind donations to student organizations are not eligible for tax receipts.

Student Organization Representative:_______________________________

Organization Name:______________________________________________

Representative Phone:____________________________________________

Representative E-Mail:____________________________________________

Please return to the Office of University Advancement (B1604) for processing of thank you letter. If you have any questions, please call 281-283-2036.