



## Report of Gift-In-Kind

**Donor Name, Address, Phone Number and Email address**

**Description of Property or Service(s) Donated**

**Date Donation Received**

\_\_\_\_\_ **Undesignated** \_\_\_\_\_ **Designated, if designated please list department or area**

**Cash Value of Donation**

Note: It is the responsibility of the donor to provide the Foundation Office with the value for the items or services. The Institutional Advancement /Foundation Office will send an acknowledgement of your in-kind contribution for tax purposes.