UNIVERSITY OF NORTH CAROLINA SCHOOL OF THE ARTS

Donor Form for Gifts in Kind

1) DONOR INFORMA	TION:	
Name or		
Company		
Address		
Phone	()Ext	
2) GIFT INFORMATIO	N:	
	ating the quantity, model number, manufacturer, etc., and whether it needs space, ad ate. (Attach a separate sheet if necessary)	lditional support, material
3) GIFT VALUE:		
Estimated value: \$	Written documentation from the donor establishing the value of the gi \$5,000 must include an independent appraisal.	ft must be attached. All
Gift received by:	Name - Department - Extension	Date gift received

Please keep a copy of form if you wish to use your contribution as an income tax deduction. The IRS advises that the donor should estimate the fair market value of their contribution. (No tax receipt is given for gifts of service.)

THANK YOU! Your donation will directly contribute to the training programs of UNCSA.

***Note: Send a copy of form and accompanying documentation to Advancement Office.

GIFT-IN-KIND ACCEPTANCE FORM CHECKLIST

- Please be certain that the form is complete and that the appropriate names and signatures are in place.
- Attach to this form all documentation supporting the acceptance of this gift.
- In the "Gift Information" section (#2), please include sufficient information so as to identify the exact nature of the gift. For equipment, this might include a manufacturer, model number, color, etc. For in-kind gifts of services, a detailed description of the work being performed is required.
- Signatures should first be obtained from the department accepting the gift. The completed form and supporting documentation should then be sent to the Advancement Office.
- An official tax receipt will be provided to the donor by the Advancement Office. Note: Please note that tax receipts are not given for gifts of service.