



GRACE HILL

Grace Hill  
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# Gift-in-Kind Donation Form

Date of Donation: \_\_\_\_\_

**DONORS:** Please fill out this form completely and accurately with all available information and details. Please print carefully. Legibility is essential for our records and for report accuracy. Donor's name must be printed exactly as you would like it to appear in publications. *Thank you for your generous support!*

Name of Donor \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone ( ) \_\_\_\_\_ Evening Phone ( ) \_\_\_\_\_

Donor's Signature \_\_\_\_\_

Item	Quantity	Fair Market Value*

Please list item/service contributed with the corresponding fair market value for each item. Donors are responsible for their own fair market valuation of goods. The IRS does not allow Grace Hill to place a value on donations. Only donations of tangible goods (example: clothes, books, equipment) are eligible for tax deductions. Please refer to IRS Publication 526 for more information. This information is needed for Grace Hill's internal record keeping and serves as donor's substantiation of donated in-kind goods for potential charitable deduction.

*For Grace Hill Office Use*

Grace Hill Facility to receive gift \_\_\_\_\_

Accepted by  
 Staff/Volunteer \_\_\_\_\_ Date \_\_\_\_\_  
 Center Manager/Director \_\_\_\_\_ Date \_\_\_\_\_

Item received on \_\_\_\_\_ Item received by \_\_\_\_\_