

In-Kind Donation Reporting Form

Donor Information: Date: _____

Company, Church or Organization Name: _____

Contact Name: (Circle One) Mr. Mrs. Ms. _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

E-mail address (optional): _____

Details of In-Kind Donation

(Check One or More Columns as Applicable)

<u>Qty</u>	<u>Program Code</u>	<u>Description</u>	Incentives or Prizes <small>9876</small>	Library or Resource <small>9877</small>	Furniture or Equipment <small>9878</small>	Donated Services <small>9879</small>	Gifts or Supplies <small>9880</small>	Estimated Value
								\$
								\$
								\$
								\$
								\$
								\$
Total Estimated Value								\$

Representative Receiving Donation: _____ Thank You Card Sent by: _____ Date: _____

CUT/TEAR OFF RECEIPT AND GIVE BOTTOM TO DONOR

RECEIPT

The Children's Literacy Guild of Alabama is a 501 (c)(3) non-profit corporation. All gifts are tax deductible. Please retain this receipt for your records. Thank you for your generous support!

Company: _____ Individual or Company Contact: _____

Address: _____

City/State/Zip: _____

Description of Donation: _____

Quantity : _____

Value (as determined by donor): _____

Date Received: _____

Signature of Representative Receiving Donation: _____