

Date Received: _____



IN-KIND DONATION FORM

DONOR INFORMATION: Is this a donation from an organization? YES NO

Donor/Contact Name: _____

Donating Organization: (if applicable) _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Employer: _____

GIFT DESCRIPTION:

- Please circle donated items: Clothing Furniture Appliances Equipment Toys Dishes
 Linens Tools Jewelry Books Space Rental Services Food Pet Food / _____ lbs.

Other: _____

Special instructions or restrictions for your donation: 2024 EM Impact Event hosted by HCCC

VALUE OF YOUR DONATION: \$ _____

Contributions and donations are deductible for income tax purposes to the extent allowed by law. The IRS does not allow Interfaith Ministries for Greater Houston to place a value on your donations. The information above is needed for our internal record keeping and serves as a receipt for your tax purposes.

Donor Signature: _____ Date: _____

COMMENTS / ADDITIONAL GIFT INFO:

EMAIL COMPLETED FORM TO INFO@VOLUNTEERHOUSTON.ORG

**** FOR OFFICE USE ONLY (to be completed by IM staff member accepting donation) ****

Gift Designation (circle one): MOW aniMeals RS IR General Other: _____

Please check the manner in which this donation was solicited. If unsolicited, leave blank.

- Donation collected at an IM event/drive (Event Name: _____)
 Donation collected from an Organization's Event/Drive. (Event Name: _____)
 OTHER: _____

IM Employee's Name: (printed) _____ (signature) _____