

Number of attached forms:		Date of Special Event
Deposit in to Account Number:		

Name of Foundation Account to be credited:

I am attesting the items attached have been received and the information listed on the form is correct to the best of my knowledge. I have attached all relevant information associated with this transmittal. No goods and/or services were provided.\* (sign below)

\_\_\_\_\_  
This form completed and signed by      Date      Phone      Mail Code

*\*NOTE: If goods and/or services were provided, "Contributions with a Non-Tax Deductible Portion Deposit Form" is required.*

All gifts must have documentation supporting the value indicated on this form. This documentation includes appraisals, receipt from retail vendor, current price list(s) from manufacturer (including organization's discounts), letters from professionals knowledgeable about the item, etc. The IRS requires donors to have an appraisal on gifts of property or similar items with a value more than \$5,000 in the same calendar year. Donors should seek professional tax advice for the deductibility of their contributions.

**Approvals**

Dean/Director: (Please print name)	Signature	Date
Foundation Treasurer	Signature	Date

**Direct inquires to**

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