



In-Kind Donation Form

Donor Information: Print exactly as name should appear in publications		
Donor Name:		
Address:		
City:	State:	Zip:
Preferred Phone:	Email:	
Donation Information:		
Item(s) Received:		
Date of Donation:	Received by:	\$ Value of Item(s):
Description of Donation:		
Restrictions & Expirations:		
Item Use: (please check one)		
	Promo/Gift (gifts for donors, volunteers, appreciation, etc)	
	Donor Benefit (silent auction item, raffle prize, portion of value for admission price)	
	Services (printing, maintenance, graphic design, etc.)	
How was the value of the donation established (please check one)		
Donor Invoice	Appraisal	Sales Receipt Donor-stated value
Other:		

Please complete an in-kind donation form for each donation received and send to the Fund Development department for acceptance and acknowledgment. Donations include items or services given free of charge or at a discounted price.

The donor agrees that acceptance and use of this gift is left to the discretion of Girl Scouts of Northeast Texas, Inc. (GSNETX). Per IRS guidelines, the fair market value of the donated item is determined by the donor. The donor further agrees this gift is clear of any further obligation or cost on the part of GSNETX. After acceptance, a gift acknowledgment letter will be sent to the donor for their records.

Additional Information:

Donor Signature: _____ Date: _____

Please return this completed form to:
 Fund Development, Girl Scouts of Northeast Texas
 6001 Summerside Drive, Dallas, TX 75252 • Tel: 972-349-2431 • Fax: 844816-9056 • Email: donations@gsnetx.org