

**DONOR IN-KIND GIFT RECEIPT  
INCOME TAX PURPOSES**

Santa Ana College Foundation is a non-profit 501(c)3 organization, Tax I.D. #95-6209198

(Please print/type)

RECEIVED FROM \_\_\_\_\_ DATE \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE ( ) \_\_\_\_\_ FAX ( ) \_\_\_\_\_ EMAIL \_\_\_\_\_

How would you like your name/company listed in promotional materials?  
\_\_\_\_\_

Transaction:     Item     Supply     Equipment    Other \_\_\_\_\_

Status of Donor:     Individual     Alumnus     Business     Corporation  
 Government Agency     Foundation     Other \_\_\_\_\_

**GIFT DESCRIPTION:** All donations are unrestricted unless condition of acceptance has prior approval.

| Donated Item | Fair Market Value \$ of Item | Details: Please include details such as type of item, size, color, special features and applicable dates, times and/or locations, etc. |
|--------------|------------------------------|--|
| 1.           |                              |  |
| 2.           |                              |  |
| 3.           |                              |  |

Area of Use: \_\_\_\_\_ Authorization to publish gift: Yes  No

DONOR'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_  
Approved by Foundation Director/Date

\_\_\_\_\_  
Foundation Board Acceptance/Date

\_\_\_\_\_  
Received by (Division Dean)/Date

\_\_\_\_\_  
Board of Trustees Acceptance/Date

**FOR OFFICE USE ONLY:**

Date \_\_\_\_\_ Received by \_\_\_\_\_ Account assigned to \_\_\_\_\_

Vehicle registration info/Date received \_\_\_\_\_ Sent to Fiscal Services \_\_\_\_\_