



Gift-in-Kind Donation Form

Date _____

Please fill out this form completely and accurately with all available information and details. **Please print carefully.** Legibility is essential for our records and for report accuracy. Donor's name must be printed exactly as you would like it to appear in publications.

Name of Donor: _____ Contact Person: _____

Street Address: _____ City: _____ Zip: _____

Day Phone: () _____ Evening Phone: () _____

Description of the Donation: _____

Estimated Retail Value: \$ _____ Restrictions, if any: _____

Pick Up instructions: _____

Important Information About Your Donation

- You must file form 8283 if the amount of your deduction for all non-cash gifts is more than \$500. Please see the Foundation Office for non-cash gifts valued over \$5,000.
- If the value of any single non-cash gift is over \$5,000, you must also obtain a "qualified appraisal" in order to complete Form 8283.
- If the College of the Siskiyous Foundation disposes of your non-cash gifts over \$5,000 within two years of receipt, the College of the Siskiyous Foundation must complete IRS Form 8282 and send a copy to the IRS and you.

For COSF Office Use

COS Department to receive gift: _____

Cost of Accepting gift: \$ _____ Physical Location of Gift: _____

Accepted by:

() COS Department Chair _____ Date: _____

() COS Superintendent/President Date: _____ () COS Foundation Date: _____

Item received on:

Item received by:

Thank you from COS Foundation!