



## DONATION FORM Non-Cash

Please submit form to the Instruction Department to add the below items to the board meeting agenda for formal acceptance by the Board of Trustees.

Submitted by \_\_\_\_\_ Date \_\_\_\_\_

School/Department \_\_\_\_\_ Date Approved \_\_\_\_\_

Donated to \_\_\_\_\_

Donated by \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone number \_\_\_\_\_ Email \_\_\_\_\_

No goods or services have been provided for these items. Please list donated item(s) below.

QTY	DESCRIPTION	MODEL#	SERIAL#	APPROX VALUE
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$