In-Kind Donation Form

In-kind donations are defined as "paid or given in goods, commodities, or services instead of money." This includes donations of actual items, labor, or gift cards—it does not include donations made by cash or check.

Date of Donation: __________________________ Donation Value: __________________________
(Donor to provide Fair Market Value)

Donation Description: ______________________________________________________________________

Event/Other Activity Donated For: ______________________________________________________________________
Company, organization or individual making donation: ______________________________________________________________________
Contact Name at company/organization: ______________________________________________________________________
Address: __________________________________________________________________________ City    State    Zip

Phone # ( ) __________________________ E-mail: ______________________________________________

Donation solicited by: ______________________________________________________________________
Address: __________________________________________________________________________ City    State    Zip

Phone # ( ) __________________________ E-mail: ______________________________________________
Anyone else involved in solicitation: ______________________________________________________________________

Form submitted by: __________________________ Date Submitted: __________________________

Has a “thank you” been made? [ ] Yes [ ] No
If Yes, what type of thank you? [ ] Card [ ] Letter [ ] Verbal [ ] Other: __________________________
By Whom: __________________________ When __________________________
Does Development & Communications Dept. need to issue an "official thank you?" [ ] Yes [ ] No

After completing the information above, mail, fax or bring this form to:

Girl Scouts of Southwest Texas
Attn: Development & Communications Department
811 N. Coker Loop
San Antonio, TX  78216
(P) 210-349-2404/1-800-580-7247
(F) 210-349-2666

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