

Gift In-Kind Acceptance Form

The following will be used to determine the acceptability of an in-kind gift and the procedures for recording and distributing the gift. In-kind gifts will be accepted only after the CCCC Foundation Executive Director, or his/her representative, has determined the usefulness of the gift to the beneficiary of the gifts and to Central Carolina Community College. Should it be determined that the gift is not acceptable or cannot be used in the best interest of the college, the donor will be notified.

PLEASE PRINT. The following information will be used to prepare a receipt of the acceptance of a gift in-kind for tax purposes.

Donor: _____

Company Contact (if applicable): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Is the gift being given to a specific department or area of the College? Yes _____ No _____

If so, which department or area of the College? _____

Person accepting gift: _____

Description of item(s): *(Please include title/registration information on all vehicles.)*

Special arrangements: (i.e. transportation needs, date of delivery, insurance, registration, taxes)

Value of donation \$ _____

Date of gift: _____

The donor is responsible for establishing the fair market value of the gift. Gifts valued more than \$5,000 must include an independent appraisal. For details, see IRS Publication 561. Special laws apply for donations of cars, boats, or aircraft. For details, see IRS Publication 526. Please consult with tax advisor to determine the allowable deduction.

Signature of donor: _____

Donor surrenders all claims to the above listed item(s) and releases Central Carolina Community College Foundation to display or dispose of the item(s) as needed to meet the needs of the College.

Signature of Executive Director: _____ Date: _____