

## Non-Cash Gift Acceptance Form

Donor Name \_\_\_\_\_ Organization Contact \_\_\_\_\_  
(For Corporate Gifts)

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

Description of Gift \_\_\_\_\_

Estimated Value \$ \_\_\_\_\_ \*Determined By  Donor  3rd Party Appraisal  Fair Market Value

\*Gifts at or over \$5,000 may need a certified third-party appraisal for donor's tax purposes

Serial # \_\_\_\_\_ Model # \_\_\_\_\_ Year \_\_\_\_\_

**If Auto Donation:** Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License Plate \_\_\_\_\_

VIN # \_\_\_\_\_ Tax ID # or SS# \_\_\_\_\_  
(ONLY required for vehicles valued at \$500 or more)

*The Shoreline Community College Foundation gratefully acknowledges your gift with the condition that it may be used or disposed of in accordance with the needs of Shoreline Community College and at the discretion of the Foundation and College. By signing below you represent that you hold full, complete, undivided and unencumbered title and interest in the Property and have full legal right to convey all title and incidence of ownership in the Property to Shoreline CC Foundation. You agree to transfer the property to Shoreline CC Foundation and to release all ownership rights. In return, you are released from any and all liability, including, but not limited to, any and all damages or claims.*

I agree (Signature) \_\_\_\_\_ Date \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### Important Information About Your Donation

- If the total of your tax-deductible non-cash gifts to all charitable organizations will exceed \$500 this year, you and the Shoreline CC Foundation must complete a part of IRS Form 8283. You must include Form 8283 when filing your taxes.
- 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 Shoreline CC Foundation disposes of your non-cash gift over \$500 within two years of receipt, the Shoreline CC Foundation must complete IRS Form 8282 and send a copy to the IRS and you.

### For Office Use Only

I (college representative) have seen the item(s) donated or can otherwise verify the accuracy of the donor description; certify the applicability of this donation for the purpose for which it is being given to the Foundation/College, and that it will not burden either with unacceptable liabilities.

Date Received \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Received By \_\_\_\_\_

Department/Program \_\_\_\_\_

Supervising Dean's Signature of Approval \_\_\_\_\_

Physical Location of Gift \_\_\_\_\_

Disposal Authorization \_\_\_\_\_ Date of Disposal \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Type of Disposal (sold, exchanged, consumed, granted) \_\_\_\_\_

### Foundation Use Only

Transfer to College

Keep in Foundation Inventory

Expendable

Signature of Foundation Representative \_\_\_\_\_

Date Signed \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date Data Entry Made \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date Thank You Letter Sent \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_