



Power for Mind & Soul

**Office of Advancement
Student Clubs Gift In-Kind Form**

Date Received: _____

Business Name: _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip code:** _____

Phone#: (____) _____ **Email:** _____

Item(s) Gifted: *Please give as complete a description as possible.*

Supporting documentation is attached: Yes ____ / No ____

Fair Market or Estimated Value: \$ _____ **Contact Advancement for gifts \$500 or more**

Club Name receiving gift: _____

Club GL# to be credited: _____

Print Name of Club Sponsor

Signature of Club Sponsor

(____) _____
Phone Number

**Contact Advancement at 423.236.2829 for gifts valued over \$500.00.
Submit this form to the Advancement office for the proper recording of gift
and acknowledgment letter to donor.**