

In-Kind Gift Donation Form



Last) _____ (First) _____ (M.I.) _____

(Home) _____ (Work) _____

In-Kind Gifts Record

<u>Ministry/Event</u>	<u>Gift Item (Brief) Description</u>	<u>Fair Market Value</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Special instructions, or restrictions, for your donation, if any: _____

Signature) _____

Submit this form to the CLC Financial Secretary for processing.
 or
 Return this form to: Calvary Lutheran Church
 2415 S 320 ST
 Federal Way, WA 98003-5462

An in-kind donation is a non-cash gift of physical property.
 (Examples of gifts-in-kind include, but are not limited to books, supplies, equipment, artwork, and furniture).
Please note, financial donations are not considered in-kind donations.

In-kind donations must be accompanied by verification of the value of the gift as determined by the donor. Only donors can specify the fair market value. A donation form must be completed for every gift, tangible or intangible. Per IRS rules CLC, or volunteers on its behalf, cannot place a Fair Market Value (FMV) amount or interpret the value of non-financial donations.

The signature line must be signed to verify the “estimated fair market value” amount was provided by the actual donor.

If your donated item is valued over \$500, you may need to complete IRS Form 8283 confirming receipt of the in-kind donation. Also, the IRS requires gifts of \$5000 or more to be accompanied by a formal third-party appraisal and the IRS form 8283 completed by a registered appraiser. It is the responsibility of the donor to obtain the appraisal and IRS form.

Should you have any question, please refer to www.irs.gov publications 526, 561 and 1771, and consult your tax adviser.

CLC retains the right to refuse any donation for any reason.