



GIFT-IN-KIND DONATION FORM

Must be completed for any gift-in-kind (non-cash gift) to Ave Maria University. Such gifts include, photographs, art, computer hardware/software, books, equipment, furniture, real estate, etc. All donations are made to Ave Maria University, though a donor may name a designated department or program. Please print clearly.

DONOR INFORMATION

Donor Name: _____
 Organization: _____
 Address: _____
 City, State: _____ Zip: _____
 Phone: _____ Email: _____

GIFT-IN-KIND

Description of donation item(s) and quantity:

Please select one:

_____ Estimated Fair Market Value of Item(s) or Services Donated (*as valued by donor*): \$ _____
Fair Market Value, according to IRS: "it is the price that would be agreed on between a willing buyer and a willing seller"

_____ Appraised Value of Item(s) or Services Donated (*attach appraisal*): \$ _____

_____ Value of Item(s) or Services Donated (*attach receipt*): \$ _____

Note: Internal Revenue Service Policy prohibits AMU personnel from making gift appraisals. If a gift is valued under \$5000, the donor is responsible for the appraisal value of a gift. If the value of a gift is over \$5000, the donor must include a written appraisal from an independent third party.

The donor would like a gift acknowledgement letter from Ave Maria University for this gift. YES NO

SIGNATURES

Donor Signature: _____ **Date:** _____
Accepting AMU Staff: _____ **Date:** _____

Non-cash gifts valued over \$5,000 also require the following signatures:

VP of Advancement: _____ Date: _____
 VP of Finance: _____ Date: _____

Forward completed gift-in-kind donation forms and supporting documentation to the Director of Advancement Services