

BEAR RIVER HEAD START DONATION

STATEMENT ACKNOWLEDGING CONTRIBUTION OF
CASH, GOODS, OR SERVICES

Date Received: _____

DONOR NAME **Person or organization providing the donation

DONOR ADDRESS _____

Donated to (check one): **If donation is split up, you must do a donation form for each

EHS PHS Admin

Donation Type (check one): Cash Goods Services

DESCRIPTION OF DONATION

 **Example: 10 reams of paper @ \$5.00 each. You must also attach a price comparison, if applicable. List each item, not just general. Example: 5 pairs of children's jeans & 1 child coat (not just clothes)

DONATION VALUE: \$ *Provide backup of donation value.

BEAR RIVER HEAD START HAS/ HAS NOT PROVIDED ANY GOODS OR SERVICES IN RETURN FOR THE ABOVE CONTRIBUTION.

IF DONOR *HAS* RECEIVED ANY GOODS OR SERVICES IN RETURN PLEASE ATTACH DESCRIPTION AND VALUE ESTIMATION OF SUCH GOODS/SERVICES.

BEAR RIVER HEAD START IS A TAX EXEMPT ORGANIZATION DESCRIBED BY IRC SEC. 501 (c) (3).

Receiving Staff Member: Please explain how this donation will be used.

 **If donation is being sent home with children or families, it cannot be counted as in-kind.

 Example: to be used in PHS classrooms for art projects

Signature or Contact Name of Organization Representative

Donation received by (Please Sign)