# Gift-in-Kind Form

This document recognizes the gift/gift intentions of the undersigned individual or company to Wright State University through the Wright State University Foundation, Inc.

## Part 1: For completion by donor

**Corporate/Individual donor name:**

**Donor address:**

**Description of gift:**

**Value of Gift:** $______

*This line is to be completed by DONOR ONLY. The Internal Revenue Service regulations prohibit faculty, staff or any university employee from assisting or otherwise determining the value of gifts-in-kind. If the value of the gift is $500 or more, the donor is required to file IRS form 8283 for gifts claimed as charitable donations. Donor should consult their tax advisor regarding the deductibility of this gift.*

**Gift is to be used by:** (department/college)

Donor Signature: ___________________________ Date: __________

*Part 1 can be replaced by signed letter of intent from donor.*

## Part 2: For completion by University Department/College

**Gift received by:** (department/college)

**Location of gift:**

**Expenses incurred in acceptance of this gift:**

**GIK Account:**

**Accepted by:** (dean, director/chair signature) Date: __________

## Part 3: For completion by University/Foundation only

**Approved by Advancement Services:**

(Director) Date: __________

**Approved by WSU Foundation:**

(President) Date: __________

**Approved by WSU Board of Trustees:**

(Secretary) Date: __________

## Part 4: Foundation use only

**Donation entered into database:**

**Copy sent to property records:**