



St. Clare School Donations In Kind Documentation

Use this form for non-cash donations made to St. Clare School.

On behalf of St. Clare School:

Donation Received By: _____

Donation Received Date: _____

Donor Information

Name: _____

Address: _____

City _____

Zip Code _____

Phone: _____

Describe donation.

Describe event where donation was utilized, if applicable.

Include name of person requesting donation, if applicable.

Donation Detail

Amount: _____

Date: _____

Basis: Actual Estimated (circle one)

Approval Signatures

Donor

Date

This document and supporting documents must be provided to the Director of Development for processing.