

St. Vrain Valley School District
Gift Acceptance Form

1. Donor: _____

Address of donor: _____

Contact person (if donor is an organization): _____

2. Receiving organization: St. Vrain Valley School District, 395 South Pratt Parkway, Longmont, CO 80501

3. Receiving building: _____

Address: _____

4. Date of contribution: _____

5. Monetary gift: Cash _____ Check # _____ Amount: \$ _____

6. Description (not value) of any property donation: (list one item per line)

Quantity	Description	Value
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Note: The donor is responsible for establishing the fair market value of all donated items. The district takes no responsibility for this evaluation.

7. Did the receiving organization provide any goods and/or services to the donor in consideration for the cash or property value? No ___ Yes ___ If yes, what is the value? \$ _____

8. Intended purpose of the donation: _____

The district will make reasonable effort to accommodate the intended purpose of this donation but reserves the right to utilize, relocate and/or dispose of items without obligation to the donor.

Principals must sign every Gift Acceptance Form. Amounts greater than \$10,000 must be signed by the superintendent and Board president:

Principal (less than \$1,000) _____ Date _____
 Superintendent (over \$1,001) _____ Date _____
 Board President (over \$10,000) _____ Date _____

St. Vrain Valley School District RE-1J is a non-profit school district. Federal tax #84-6014380 and Colorado tax # 98-02634. If you have any questions, please contact the financial services department at 303-682-7203.

Original copy to donor. Copy to financial services department as part of the trimester/quarter report.