

IN-KIND DONATION FORM

The UDC Foundation and Office of University Advancement accept charitable donations of new and used goods and in-kind services. Donors are required to complete this form to receive a donation receipt for the value of the goods and/or services. The Foundation is a recognized 501(c)(3) not-for-profit organization and will provide an official acknowledgement letter for tax purposes. The Foundation office can be contacted Monday-Friday on 202-274-5312. Thank you for your donation.

Donor Contact Information	
First Name	
Last Name	
Email Address	
Home Phone or Cell Phone	() -
Address (including street, city, state, zip code)	
UDC Affiliation (check one)	<input type="checkbox"/> Alumnus <input type="checkbox"/> Student <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Friend <input type="checkbox"/> Other (specify): _____

Donations	
Date of Donation (MM/DD/YY)	/ /
Total Estimated Value of Donations	
Total Number of Donated Items	
Clothing Condition (must be clean and presentable)	<input type="checkbox"/> New Clothing <input type="checkbox"/> Used Clothing
Suit Type (color must be black, blue, brown or grey)	<input type="checkbox"/> Pants Suit <input type="checkbox"/> Skirt Suit
Suit Parts (color must be black, blue, brown or grey)	<input type="checkbox"/> Pants <input type="checkbox"/> Skirt <input type="checkbox"/> Jacket <input type="checkbox"/> Vest
Shirt (color must be cream, light blue, white, & pale tones)	<input type="checkbox"/> Dress Shirt <input type="checkbox"/> Dress Blouse
Accessories (color must be black, blue, brown or grey)	<input type="checkbox"/> Belt <input type="checkbox"/> Scarf <input type="checkbox"/> Shoes <input type="checkbox"/> Tie
Other	
Other	

Signatures and Dates		
Donor Signature		/ /
Executive Director Signature		/ /