**DONATION RECEIPT**

|  |  |
| --- | --- |
| **Date:** | **[Date]** |
| **Organization Name:** | **[Organization Name]** |
| **Street Address:** | **[Street Address]** |
| **City, State, Zip:** | **[City, State, Zip]** |

**Donation Value**

Thank you **[Donor’s Name]** for your contribution of

Dollars **[Amount]** in value described as:

**-** **Monetary Payment** made by  check  credit card  cash  other

**-** **Food** described in the itemized list in Exhibit A

**-** **Property** (in kind) described in the itemized list in Exhibit A

**-** **Vehicle** described in Exhibit B

**Organization Type**

The organization is: (check one)

**☐ - Classified** as a 501(c)(3) non-profit organization by the standards of the Internal Revenue Service (IRS). Therefore, the donation may be tax-deductible to the extent allowed by law.

**☐ - Not classified** as a 501(c)(3) non-profit organization by the standards of the Internal Revenue Service (IRS).

**Authorized Signature**

|  |  |
| --- | --- |
| **Representative’s Name:** | **[Representative’s Name]** |
| **Title:** | **[Title]** |

**EXHIBIT A**

|  |  |
| --- | --- |
| **Description of Donation** | **Value** |
| **[Description]** | **[Amount]** |
| [Description] | **[Amount]** |

**EXHIBIT B**

|  |  |  |  |
| --- | --- | --- | --- |
| **Make:** | **[Make]** | **Model:** | **[Model]** |
| **Color:** | **[Color]** | **Year:** | **[Year]** |
| **Body Style:** | **[Body Style]** | **Odometer Reading:** | **[Odometer Reading]** |
| **Vehicle Identification Number** | | **Vehicle Identification Number** | |