Fenn College of Engineering

IN-KIND GIFT ACCEPTANCE FORM

The purpose of this form is to request university acceptance of an in-kind gift. This form should be completed and returned to the Office of University Advancement along with any additional documentation regarding the gift.

DONOR NAME: _____

COMPANY: _____

ADDRESS: _____

PHONE: _____

DESCRIPTION OF GIFT: _____

_____

_____

ORIGINAL PURCHASE PRICE: _____ YEAR OF PURCHASE: _____

ESTIMATED VALUE: _____

SOURCE OF ESTIMATE: _____Donor _____Independent Appraiser (attached)

____In-kind Gift Estimation Method (http://www.csuohio.edu/engineering/downloads.htm)

ANTICIPATED CAMPUS LOCATION: BUILDING _____ ROOM: _____

Property control number: _____

Center, department, or unit requesting acceptance: _____

_____

_____

Faculty/staff Contact: _____
Extension

REQUIRED APPROVAL:

DEPARTMENT/COLLEGE (Dean & Dept. Head): _____ _____
Dept. Chair Date

_____
Dean Date

VICE PRESIDENT, UNIVERSITY RELATIONS AND DEVELOPMENT & FOUNDATION EXECUTIVE DIRECTOR: _____
Signature Date

Please send completed form to the Office of University Advancement, MM 105. If you have any questions, please call Gift Processing at ext. 7291.