

EQUIPMENT & MATERIALS DONATION AGREEMENT

(NAME OF DONOR) _____ donates the following
 equipment or materials to _____ **DATE:** _____
Name of BUILDING or DEPARTMENT

Qty.	Description of the Donated Item(s)	DONOR'S Estimated Value

The School District hereby agrees to:

1. Accept ownership of the above-described donation.
2. Accept responsibility for the installation and maintenance of the above-described donation.

Reviewed by Assistant Superintendent:

When appropriate, ITS will determine if computer equipment is acceptable as a donation.
 APPROVED **DENIED**
Signature:

DONOR'S INFORMATION
Name of Organization
Address
City, State, Zip
Title
Name (Please Print)
Signature

SOUTH KITSAP SCHOOL DISTRICT'S INFORMATION
Principal's, Director's, or Designee's Signature
School/Bldg. Date
BOARD ACTION INFORMATION
*Date of Board Meeting
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
Signature of Secretary to the Board/Superintendent

***Please submit this completed form to the SUPERINTENDENT'S OFFICE.**