NEWPORT-MESA UNIFIED SCHOOL DISTRICT
UNRESTRICTED GIFT/DONATION TO THE DISTRICT FORM
(ONE DONATION PER FORM)

SITE NAME: _____

DONOR (Name & Address)	DESCRIPTION (Purpose & Use)	ID / SERIAL NUMBER	CONDITION (New or Used)	DOLLAR VALUE (Determined by Donor)

RESTRICTIONS: The Board Shall carefully evaluate any restrictions imposed by the donor. If the Board feels the District will be unable to fully satisfy the donor's restrictions, the gift shall not be accepted.

This donation is unrestricted and therefore may be used district-wide.

ADMINISTRATOR'S NAME & TITLE (PRINT): _____

SIGNATURE: _____ DATE: _____

Signature indicates compliance with Board Policy 3290 (see below):

The Board shall ensure that acceptance of the gift, grant, or bequest does not:

1. Involve creation of a program which the Board would be unable to sustain when the donation is exhausted
2. Entail undesirable or excessive costs
3. Promote the use of violence, drugs, tobacco, or alcohol
4. Advertise or endorse the use of non-nutritious food or beverages during the school day
5. Encourage or enable the violation of any law or district policy
6. Imply endorsement of any business or product or unduly commercialize or politicize the school environment

Send Form to Veronica Hallman, Business Services Division

District Approval: _____