

Perry County School District
Gift and Donation Receipt and Acknowledgment Form
 (Board Policy DFK, KHE)

Donor Information:

Name: _____
 Address: _____
 City, State, Zip: _____
 Phone Number: _____
 Email Address: _____

Donation Recipient Information:

School/Department: _____
 Contact Person: _____
 Title: _____

Description of Donated Items:

Item Description	Quantity	Estimated Value	Condition (new, good, fair)

*****Photo (optional – attach separately)**

Donor Signature: _____ Date _____

Received By (School/Department Rep.): _____ Date _____

Accepted By (District Representative): _____ Date _____

Board Action: Approval _____ Rejection _____ Date _____

For District Use Only:

Fixed Asset Tag Number(s): _____ Inventory Location: _____
 Date Recorded in Fixed Asset Inventory: _____

Donor Acknowledgement:

The Perry County School District gratefully acknowledges receipt of your generous donation. Your contribution will be used to enhance the educational experience of our students. No goods or services were provided in exchange for this contribution.

Please retain a copy of this form for your records. The Perry County School District is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code. Contributions to the Perry County School District are tax-deductible to the extent permitted by law.

Please Note: This form does not constitute a tax receipt. Please consult with a tax professional for specific advice regarding your donation.

Thank you for your support of the Perry County School District!

Cc: donor
 fixed Assets
 school recipient