

UNIVERSITY OF NORTH FLORIDA FOUNDATION, INC.
INSTITUTIONAL ADVANCEMENT - ADVANCEMENT SERVICES
Alumni Hall, 2nd Floor - (904) 620-2160

IN-KIND GIFT FORM

Business or Donor Name*: _____ Donor ID: _____
Address: _____ Date Donated: _____
City/State/Zip: _____ Anonymous? Yes No
Contact Name: _____ Phone Number: _____
Contact Title: _____ Solicitor: _____

GIFT INFORMATION *(Provide detailed description and documentation as needed)*

Gift Description: _____

Donor Estimated Value \$ _____ OR Appraised Value \$ _____ **(Note 1)**

(Note 1) All items donated with value >= than \$5,000 require an appraisal, paid for by the donor. If an appraisal is not provided, the gift will be recorded at \$1.

Description of Attached Documentation: _____

Item (s) will be used for: _____

Is gift to be sold capitalized (Provide approximate annual operating cost \$ _____) expended \$ _____

Foundation Account Number: _____ Appeal: _____

Foundation Account Name: _____

The undersigned Donor agrees to contribute the following tangible property to the University of North Florida Foundation, Inc. per the following policy: The University of North Florida Foundation, Inc. is a tax-exempt corporate entity as described in Section 501(c)(3) of the Internal Revenue Code. The Foundation Board or its designee must approve **in advance** the acceptance of any non-cash gift. If such gifts are accepted, the needs of the University will determine whether the asset is sold or ownership is transferred to the University. When property is transferred from the Foundation to the University, it becomes subject to all the normal restrictions governing University property. In considering whether to accept gifts of tangible personal property or real estate, the Foundation Board will consider such items as the benefit to the University, the cost of acceptance of the gift and the long-term cost of maintaining and/or operating the gift. The Foundation Board has the right not to accept any gifts when the Board determines that such acceptance would not be in the best interests of the Foundation and the University. If acceptance of computer equipment would result in state maintenance costs exceeding \$2,500, the Information Resource Manager must approve acceptance of such equipment.

* Signature of Donor or Representative _____ *(Please read above policy before signing.)*

Complete This Section for gifts of \$5,000 and above and for all vehicles, boats, or real estate

Fund Manager Signature	Typed Name	Date
Chair, Dean or Vice President Signature	Typed Name	Date
Vice-President Institutional Advancement Signature	Typed Name	Date

ADVANCEMENT SERVICES USE ONLY

Director of Advancement Services: _____ Date _____

Value of in-kind gift posted to donor record \$ _____

Received By: _____ Date Received: _____