



ALAMO COLLEGES

ALAMO COLLEGES FOUNDATION

CASH AND IN-KIND GIFTS DONATION FORM

(Non-Monetary Donations are not to be accepted prior to approval by the Chancellor or the Chancellor's Designees - College Presidents & Executive Director of Alamo Colleges Foundation. Non-monetary gifts are gifted directly to the Alamo Colleges. This form will still be used for internal reporting purposes.)

Date _____ For Use At: SPC SAC _____ PAC _____ NVC _____ NLC _____ FDN _____

DONOR INFORMATION:

Name of Donor: Mr Mrs Ms Dr _____ (as it should appear for publication)

Address _____ City/State/Zip _____

Telephone _____ Email _____

Date of Birth _____ Ethnicity _____

FOR USE WHEN GIFTS COME FROM A THIRD PARTY
Soft Credit Name: Mr Mrs Ms Dr _____
Instructions _____

THE FOLLOWING MUST BE ATTACHED TO THIS FORM IF THEY APPLY:

___ Donor's Check, cash & any accompanying documents

Note: Credit card donations should be completed online at alamo.edu/foundation

PLEASE COMPLETE FOR ALL GIFTS:
Foundation Fund Name & Number: _____
Solicitor: _____ (who asked for this gift)
Campaign: _____ (FDN Unrestricted, FDN Annual Scholarship, FDN Annual Program Support, FDN Endowed Scholarship, FDN Endowed Program Support, etc.)
Appeal: _____ Income Class: _____ (IND, FDN, BUS/ORG, Other)
(method or type of solicitation piece - tracking a brochure, letter, bulk email, etc.)

CASH (attach adding machine tape) or CHECK
Amount \$ _____ Tax Deductible Amount *\$ _____ Date of Gift _____ Check No _____
*Value of goods or services or membership benefits received as a result of this contribution must be subtracted as they are not tax deductible. (Small valued token items do not apply.)
Donation - value of items donor received = tax deductible amount.

TRIBUTE GIFTS
This gift is in Honor / Memory (circle one) of:
 Mr Mrs Ms Dr _____
Send Notification to
 Mr Mrs Ms Dr _____ Relationship to Tributee _____
Address _____ City/State/Zip _____

Submitter _____
Phone _____ Email _____

Sheila Marlow Due, Executive Director
Institutional Advancement/Alamo Colleges Foundation, Inc.

DATE ACCEPTED: