



WKU FOUNDATION

Your Gifts. WKU's Future.

GIFT-IN-KIND

- INSTRUCTIONS:
1. Complete this form and send to the WKU Foundation within 24 hours of receipt of gift.
 2. Include copies of any correspondence relating to the gift.
 3. Services which are not considered Gift-In-Kind per IRS will be given recognition credit.

DONOR INFORMATION

1. Donor's Name:		2. Company Contact Name:	
3. Donor's Address: (Street)		4. Donor's (City, State, Zip):	
5. Name of Fund:		6. Account Number:	
7. Date of Gift Received:		8. Amount:	
9. Name of Individual Who Received Gift: (WKU Employee)		10. Gift May Publicized Yes No	
11. Prepared By:	12. Extension	13. Date:	
14. Signature:		15. Title	

ALLOCATION OF GIFT

Any Gift-In-Kind Valued at \$5,000 or More MUST Be Accompanied By an Independent Appraisal. Without This Documentation These Gifts-In-Kind Will Not Be Accepted.

16. Donor's Valuation:	17. Department Chairman's Estimated Valuation:	18. Appraised Valuation:
19. Description of Gift:		

WKU Foundation Use Only:

Approval:

Date:

Entity #:

Soft Credit \$ _____
 Hard Credit \$ _____

KEEP COPY FOR DEPARTMENTAL RECORDS