



P.O. Box 361301  
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www.mysahana.org  
408-657-9569

### **In-Kind Donation Form**

*Thank you very much for making an in-kind donation to MySahana. This form will help us to properly record and acknowledge your generous gift. If you have any questions, please contact us at 408-657-9569 or mysahana@mysahana.org.*

#### **Donor Information**

Name \_\_\_\_\_  
Street address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_ Email \_\_\_\_\_  
 Please list me as an Anonymous donor on MySahana’s website and e-publication.

#### **Donation Information**

Please indicate the donation category. (Check all that apply.)  
 Technology    Office Supplies    Food & Water    Facility Space    Professional Services  
 Other (please specify) \_\_\_\_\_

Please include a description of all items, condition, year, quantity and size, etc. This will help us inventory the items.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Fair Market Value of the Donation: \$ \_\_\_\_\_  
*(IRS requires that estimated values be determined by donor and not the receiving organization.)*

#### **Pick up or delivery**

We would love it if you could deliver the item(s) to us. However, we can make arrangements for pick up if necessary.

- I/We will deliver the donated item(s) to MySahana.
- I/We prefer to have donated item(s) picked up by MySahana.

A MySahana representative will contact you to coordinate the delivery or pick up of your donation.

\_\_\_\_\_  
Signature of Donor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**Thank you for your generous contribution!**