



# IN-KIND CONTRIBUTION FORM

*Thank you so much for making an in-kind donation to help us serve our Old Friends. By filling out this form, you'll help us get the right stuff to the right people - and expedite your Tax Receipt delivery... or contact us and we'll take care of the paperwork.*

Donor's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Donor's Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Donor's Phone: \_\_\_\_\_ home/work/cell (please circle one)

Monetary value of item/s (total) \$ \_\_\_\_\_

Tax Receipt Requested? Yes \_\_\_\_\_ No \_\_\_\_\_ Year End Only \_\_\_\_\_

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## WHAT ARE YOU DONATING?

Please be specific...10 canned hams, 1 wheelchair, 1 frame... Use back of sheet if necessary. This will help us inventory the items. *(If you're not sure if we can use this item, call us at 312.455.1000 and ask for the Program Director or the Development Department. You can also check our Wish List at [littlebrothers.org/chicago/donate/wishList.php](http://littlebrothers.org/chicago/donate/wishList.php))*

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## PICK UP OR DELIVERY?

*We would love it if you could deliver the item/s to us at 355 N. Ashland Ave. That way you can see our facility and meet some nice people!*

Will item/s be delivered? Yes \_\_\_\_\_ No \_\_\_\_\_

If YES: Please give this form to the receptionist at the Front Desk. Thank you.

If NO, Please attach this form to the donated item/s.

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## OFFICE USE ONLY (Instructions for Receptionist)

When the item/s arrive/s contact KRISTIN KREROWICZ, VOLUNTEER DEPARTMENT.

Where are items stored? \_\_\_\_\_ LBFE Initials: \_\_\_\_\_

Intended use(s) for item(s): \_\_\_\_\_

AFTER GIFT IS RECEIVED, SEND THIS FORM TO Sherri Gorski, DEVELOPMENT DEPARTMENT.