



Administrative offices
305 Seventh Avenue, 9th Floor
New York, NY 10001
212-243-7070
212-929-3412 (fax)
www.goodshepherds.org

In-Kind Donation Form

Thank you very much for making an in-kind donation to Good Shepherd Services. This form will help us to properly record and acknowledge your generous gift. If you have any questions, please contact Katherine Greenwood at 212-243-7070, ext. 236 or Katherine_Greenwood@goodshepherds.org

Donation and Donor Information (to be filled out by donor)

I/we wish to donate the following item(s) to Good Shepherd Services as described below:

Estimated Value of the Donation¹ : \$ _____ Date of Donation: _____

Donor Name: _____

Mailing Address: _____

Phone Number(s): _____

Email Address(es): _____

Special instructions, if any, including designated Good Shepherd program, if applicable. Attach additional pages if necessary.

Signature of Donor: _____

Disbursement Information (to be filled out by Good Shepherd Services)

Program/Department: _____ Fiscal Code: _____

Program Contact: _____

Development Dept Contact: _____

¹ The IRS requires, for our records and yours, that an estimation of the dollar amount of a non-cash contribution be given. IRS publication 563, *Determining the Value of Donated Property* is helpful for individuals, partnerships, and corporations who make non-cash contributions. If a non-cash contribution exceeds \$500, the taxpayer must file IRS Form 8283.