

Snohomish School District

1601 Avenue D, Snohomish, WA 98290
(360) 563-7300 FAX (360) 563-7373
William A. Mester, Ph.D., Superintendent

APPROVAL OF ITEM OR CASH DONATION

Please supply the following information in full in order to verify and document that the Snohomish School District is being given:

Item donated: _____

Value of item donated (donor's estimate): \$ _____

Donation is made to (School or Program Name):

Donation is made by:

Individual or Organization _____

Address _____

City/State/Zip _____

Phone _____

Donation is for the purpose of:

Signed by Donor / (or employee with 1st hand knowledge of donation):

Date: _____

Approved by Superintendent or Designee: _____

Date: _____

*NOTE: When contributions are intended for a particular purpose or location, the Snohomish School District will make every effort to honor those intentions. Donors should please note, however, that the District reserves the right to make future changes in the use or location of donated equipment as needs of students and/or staff change.