

**INDIANA UNIVERSITY FOUNDATION / INDIANA UNIVERSITY
GIFT-IN-KIND TRANSMITTAL FORM**

All non-cash gifts (Gifts-in-Kind) to Indiana University and the IU Foundation must be properly recorded through the Gift Administration Office to ensure accurate financial reporting and proper donor acknowledgment (including forms required by the IRS.)

Name(s) of Donor(s): _____

ID#(s) of Donor(s) (if known): _____

Address of Donor(s): _____

Description of Item: _____

Date Received: _____

(The date of physical delivery)

Value of Item: _____

Method of Valuation (Attach written appraisal for gifts valued over \$5000 or more): _____

Did Donor(s) receive anything of value in return for his/her contribution? If so, describe the item and value: _____

Name of Account: Sarah Hawkins, Student Foundation Account

Account Number: 32-RT04-10-2

Person who Solicited/Obtained the Gift: _____

Destination of Gift: _____

This form submitted by: Cheryl Currens, External Relations, IU Kokomo

(Name, Department, Campus)

2300 S Washington St., Kokomo, IN 46904-9003

(Address) (Phone)

Please attach all backup documentation, including donor correspondence and forward original transmittal to Gift Administration, IU Foundation, P.O. Box 500, Showalter House, Bloomington, IN 47402. Forward a copy to the Development Officer for your unit and retain a copy for your records.

NOTE: Both the account name and number must be entered on this form before it can be processed.