

CORPORATE EQUIPMENT DONATION ACKNOWLEDGMENT

Non-Profit Organization Receipt & Valuation Record

RECEIPT NUMBER

DATE OF ACKNOWLEDGMENT

DONOR INFORMATION

Corporate/Organization Name

Authorized Representative Name & Title

Street Address

City, State, Zip Code

Contact Email & Phone Number

RECIPIENT INFORMATION (DONEE)

Organization Name

Federal Tax ID (EIN)

Street Address

City, State, Zip Code

Authorized Officer & Title

DESCRIPTION OF DONATED EQUIPMENT

QTY	ITEM DESCRIPTION	MAKE / MODEL	SERIAL / ASSET NUMBER	APPRAISED VALUE

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The organization acknowledges receipt of the equipment listed above in apparent good condition, unless otherwise specified, on the _____ day of _____, 20____. The organization confirms that no goods or services were provided in exchange for this contribution other than the intangible religious, charitable, or educational benefits of the organization. The donor organization retains responsibility for establishing the tax-deductible fair market value of the equipment.

AUTHORIZED RECIPIENT SIGNATURE

Date:

AUTHORIZED DONOR SIGNATURE

Date: