

GIFT-IN-KIND Donation Form



Allocate my donation to the following:

- 2020 COVID-19
- 2020 Women's Health
- 2020 Feast of Sharing
- 2020 Unity Health Care General

Please help us handle your gift appropriately by providing the information requested and send the form to:

Attention: Caroline Kuo, Unity Health Care; email to ckuo@unityhealthcare.org or fax to 202.544.2678
1100 New Jersey Ave, SE, Suite 500, Washington, DC 20003

Donor Details

Name (of donor or contact for organization): _____

Organization Name (if applicable): _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ E-mail: _____

Please indicate how you would like your name or company listed for written recognition:

Would you like a tax receipt for your donation? Yes No

How will you transfer your donation to Unity Health Care? Delivery by donor Pick-Up by Unity Health Care is required
(if possible, please deliver)

Detailed Description of Contribution (Include type, condition and age of item, and include photos, if available)

Fair Market Value \$

Documentation provided to support FMV? Yes No

***NOTE:** In order to issue a charitable tax receipt, Unity Health Care requires official documentation (e.g., sales receipt) or independent appraisal of the fair market value of the donated item. Tax receipts can only be issued when this documentation is on file with Unity Health Care. For corporate donations from inventory, please provide an invoice.

Tax Information

Unity Health Care gratefully acknowledges your in-kind contribution. This contribution is accepted, without reservation, for Unity Health Care's use, resale, or disposal. Unity Health Care has not provided any goods or services to you in consideration for your contribution.

The following information pertaining to your in-kind contribution is being provided for your convenience and does not constitute legal advice on behalf of Unity Health Care or their employees. You are strongly encouraged to consult your tax advisor and refer to the IRS guidelines.

To claim a tax deduction for in-kind gifts valued...

- Less than \$500, refer to IRS Form 1040, Schedule A
- Between \$500 and \$5,000, the donor must complete Part 1 of IRS Form 8232
- \$5,000 or greater, the donor must:
 - Complete ALL parts of IRS Form 8232 and submit the completed form to the Unity Health Care Strategic Development office for signature
 - Submit a certified appraisal dated no more than 60 days from the date of the donation. The appraisal must be prepared, signed and dated by a qualified, third-party appraiser

The value of any item, regardless of the amount, is used for internal gift reporting purposes only – Unity Health Care is unable to include the estimated value on a donor receipt. It is the responsibility of the donor to substantiate the fair market value for their own tax purposes.

My signature below confirms that the information I have provided on this form is true and accurate. I hereby authorize Unity Health Care to use this information in determining the value of the tax receipt I receive.

Signature of Donor

Date