



IN-KIND FORM

INCARNATE WORD HIGH SCHOOL

Please complete and Mail to the IWHS Development Office at:
727 E. Hildebrand Ave, San Antonio, TX 78212
or deliver to the IWHS Main Office Attn: IWHS Development

Date Gift was received: _____

Donated

to: _____
Department/Event Contact Phone

Donated

by: _____
Company Name/Individual Corporate Contact (if applicable)

Address _____

City _____ State _____ Zip Code _____ - _____

Phone (____) _____ - _____

Item &

Briefdescription _____

*Dollar Value: \$ _____

*PLEASE NOTE

For records & insurance purposes we would appreciate an estimated value of the item. (For gifts under \$500, we accept the donor's stated value for the gift.) However, for federal tax purposes the burden of establishing the value of an in-kind item rests completely with the donor. See below for general guidelines.

- If the value of the item exceeds \$500, IRS Form 8283 (Non-Cash Charitable Contributions) must be signed by an authorized IWHS/UIW representative in Institutional Advancement.
- If a non-cash gift has a value of \$5,000+, or more than one gift of similar items has an aggregate claim value of \$5,000+, a qualified appraisal must accompany this gift. This appraisal is at the expense of the donor according to IRS rules.
- Discounts on goods purchased do not count as in-kind gifts.
- Volunteer time does not count as an in-kind gift. However, when a business or corporation pays for an employee to teach or otherwise provide services for a non-profit, that business or corporation can be issued a confirmation letter for tax records.

Please contact the IWHS Development Office, (210) 832-2143 for further information regarding in-kind gifts, IRS Form 8283, or appraisals.