

Missouri State Foundation Gift-In-Kind Documentation

The following form may be printed and submitted to the Missouri State Foundation by departments for recognition of equipment and non-cash gifts to the University.

Donor(s) Name: _____

Title: _____

Company: _____

Address: _____

City/State/Zip: _____

Phone Number: _____

Give primary gift credit to: Individual Business

Gift received on campus: Date _____ By _____

Gift to be used by: Department/Program _____

Foundation Account No. _____

Gift Item Description:

Please be as specific as possible, including name of item, number of items, age, model or serial number and brief description.

Fair Market Value \$ _____

I have reviewed the attached information and agree with the valuation provided. *How is fair market value determined? (This amount should not be determined by the donor. Please see below.)*

I agree that this accurately represents the fair market value. I additionally understand I cannot rely upon donor-provided values, but rather my own knowledge and expertise (as applicable) or alternative means, such as documented published price lists.

Signature _____ Date _____

Title _____

Please attach copies of any pertinent correspondence, invoices, catalog pages, etc., that will provide documentation of information on this form.

Return to: Missouri State Foundation, 300 S. Jefferson, Suite 100, Springfield, MO 65806. If you have questions regarding gifts-in-kind, please e-mail the Missouri State Foundation at foundation@missouristate.edu or call 417-836-4143.