



SPIRIT 2019 DONATION/PROCUREMENT FORM

Donations will be used, auctioned, or sold by Saint Joseph Catholic School to help further our mission. In-kind donations are tax deductible as determined by the IRS. Please consult a tax advisor.

Federal Tax ID:84-0413978

Our Mission: Saint Joseph Catholic School is committed to providing an education rooted in the Gospel of Jesus Christ, Catholic teaching and academic excellence; which invites students to love God and others, to develop their unique talents and gifts and to become life-long learners.

STEP 1: Donor Information

This gift is from a School Family/Individual:

Name: _____

Name to publish (if different) OR write 'anonymous' if you wish to remain anonymous:

OR

This gift is from a Business/Organization:

Business or Organization: _____

Contact Name: _____

Business Address/Phone/Email: _____

STEP 2: Contact Information

Address: _____

Phone: _____

Email: _____

STEP 3: Donated Items

According to the IRS guidelines, it is the donor's responsibility to determine the present fair market value (FMV) of items donated. Your estimates below will help us recognize your gift appropriately.

Description of item (s) or service(s)

Amount or Est. FMV:

\$ _____

\$ _____

\$ _____

STEP 4: Signature Required

Signature: _____ Date _____

**ATTACH FORM TO ITEM AND DROP OFF AT SCHOOL OFFICE NO LATER THAN
NOVEMBER 30, 2018 (FIRM DEADLINE)**

OFFICE USE ONLY

Entered in Database (Date): _____ ITEM # _____ Assigned to Package # _____

Entered By: _____

Category/Section

Item Type: Cash Donation Physical Item Gift Certificate

Notes:
