



DATE: \_\_\_\_\_

**Donor Contact Information**

Donor:

Contact (if other than Donor):

Address:

Phone Number:

Email Address:

**Description of Property Being Donated**

Item:

Estimated Value: \$

Proposed Use:

Special Considerations (proposed cost for moving, installation, maintenance, taxes, liens, other):  
\$

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**Acknowledgment**

\_\_\_\_\_, the undersigned, authorized representative of the Donor, represent that I grant full rights, title and ownership of the described Property. I understand and agree that I am donating, without compensation of any kind, the described Property, to the Tolles Career & Technical Center Board of Education, for the use and benefit of the District. I understand and agree that, while I may propose a use for the donation or request special consideration, the Board has the authority to use the donation at its full and complete discretion.

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Donor

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Date



**Approval for Donation**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Treasurer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date

This form must be printed and signed by the Donor for distribution and approval.  
It cannot be submitted electronically at this time.