



In-Kind Donation Form

To be used by HCF Partner Funds when an in-kind donation has been made on behalf of a component fund at HCF

Date: _____

Name of Fund*: _____

Donor Name: _____

Fill out Donor Address below:

Donor Address: _____

Donor Phone #: _____

Donor Email: _____

Contact Person: _____
(if different from donor)

Phone#: _____

*This fund is a component fund of the Henderson Community Foundation, a recognized 501(c)3 corporation in the state of Nevada.

Description: (For items: a brief description that, if available, includes manufacturer, model, and serial number. For services: a description of the service that was provided)

Were any goods or services provided to the donor in exchange for the contribution? Yes No

If Yes, what was the value \$ _____ and provide a description:

Prepared by: _____

Internal Use Only	
Fund Name:	_____
HCF Board Initials:	_____

Please submit completed, signed form(s) with any available documentation to:

Henderson Community Foundation
2756 N. Green Valley Pkwy, Suite 268
Henderson, NV 89014
(702) 952-2640
info@hendersoncf.org

Adopted 07/22/15 HCF will provide a thank you letter to the donor consistent with IRS regulations using the item description above.