



GIFT IN KIND/DONATION OF PROPERTY
TRANSMITTAL FORM

Donor Name: _____

Donor Address: ☐ Home ☐ Business

Phone: _____ ☐ Home ☐ Business
Email: _____ ☐ Home ☐ Business

Description of Items Donated:

Value : ☐ Unknown ☐ \$ _____

Value was determined by: ☐ Donor ☐ Qualified Appraiser (attach appraisal)

Date the asset was acquired: _____

Location of Property

Building: _____ Room: _____

Other Area (describe location):

Describe how this donation benefits Reinhardt

University: _____

☐ Enclosed is the Deed of Gift Form completed by the Donor. (If the Donor refuses to complete the form, please contact the Advancement Office at x5507 prior to accepting the gift on behalf of Reinhardt University.)

Submitted by: _____ Faculty/Staff member name
_____ phone number
_____ date