



In-Kind Donation Form

Thank you for making an in-kind donation to Common Ground Iowa. This form will help us to properly record and acknowledge your generous gift. If you have any questions, please contact info@commongroundiowa.com.

Date: _____

Donor Name (Individual or company) _____

Contact Name (If Company) _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail Address: _____

Donor Signature: _____

Please check this box if form was completed by someone other than the donor.

Please provide your name and address

Date of contribution	Description of contributed item(s) or service	Purpose for which contribution was made	Real or approximate value of contribution	How was value determined: (i.e. Actual, Appraisal, Fair Market Value)	Who made this value determination

Please send to:

Bob Meis Alliant Energy 200 First St. SE PO Box 351 Cedar Rapids, IA 52406
Email: bobmeis@alliantenergy.com

Common Ground Iowa is responsible for sending an official receipt

Date Received: _____

Received By: _____

Why this form must be filled out

- IRS requires Common Ground Iowa to keep records of all donations of any kind to maintain our Non Profit status.
- Tracking the in kind donations keeps the % of fund raising cost down.
- Keeping the fund raising cost down qualifies Common Ground Iowa for more corporate and foundation grants/gifts.
- An official In-Kind Donation Acknowledgement letter will be sent to the person/company from Common Ground Iowa.

The IRS requires for our records and yours, that an estimation of the dollar amount of a non-cash contribution be given. IRS publication 563. *Determining the Value of Donated Property* is helpful for individuals, partnerships and corporations who make non-cash contributions. If a non-cash contribution exceeds \$500, the taxpayer must