



Non-Cash Gift Transmittal Form (Gift-In-Kind)

First Name		Middle Name/Initial		Last Name
Address			City	State
Zip + 4	Banner ID	Telephone Number ()		Email
B. Company Information (Complete for company donations)				
Company Name			Contact Person/Title	
Address			City	State
Zip + 4	Telephone Number ()		Email	
C. Gift Information (Must be completed) **Estimated value CANNOT include labor or services**				
School/Department	Fund Number	Designation	Is the Product..... If used, is the value given..	o New o Used? o Yes No
The gift is to be used for:				
D. Paperwork Check-Off List:				
All Non-cash gifts should have the following: <input type="checkbox"/> Gift Transmittal Form <input type="checkbox"/> Donor correspondence describing the gift <input type="checkbox"/> Itemized price list of gift in kind (for used objects may use Ebay for a price estimate) ** Per IRS, services/labor may not and is not considered a gift in kind			\$5,000 + gifts should ALSO include: <input type="checkbox"/> 3 rd Party (independent of UNCW) appraisal w/appraiser qualifications. <input type="checkbox"/> If specialized (only manufactured by the company donating) attach published pricelist from the internet, publication, or showing the price of each item.	
E. Receiving School/Department *Complete form from A- E then forward to Advancement Services so they may complete F & G*				
I concur with the acceptance of the described gift and is in UNCW's possession. It is of significant educational value to our area.				
Dean/Department Chair: _____			Date: _____	
F. University Advancement				
I certify this gift has been reviewed by Advancement Services.				
Advancement Services: _____			Date: _____	
G. Controller				
I value the Fair Market Value of the described gift to be: \$				
Controller Approval: 				