

Donation Receipt for Shepardson Elementary School PTO
1501 Springwood Drive, Ft. Collins, CO 80525 Tax ID # _____

Donation description: _____

Retail value \$ _____ Donation type: Gift certificate Product Service Cash

Item exchangeable? Yes No Expiration date: _____
(PLEASE no earlier than 9/1/13, no expiration date if possible)

List **ALL** additional specifications and restrictions (specific dates or locations, sizes, limitations, etc.):

Business or individual donating: _____
Address: _____ Phone: _____
City/State/Zip: _____
Donor contact (name & title of individual authorizing donation): _____
Donor signature: _____ Date: _____

Thank you sincerely for your support! All items donated to Shepardson PTO are deductible for tax purposes at their present market value. Determining the fair market value is the responsibility of the donor. Shepardson PTO has not provided any goods or services, whole or in part, in exchange for property contributed.

Keep top portion for your records.

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Return bottom portion with your donation.