Page\_\_\_\_\_ of \_\_\_\_\_\_

Donor Inventory Form

Kindly complete the following information and list all donated items below. Contributions of goods are deductible for income tax purposes to the extent allowed by the law. **This is the only receipt you will receive. Please be sure to retain for tax records.**

While our motto is "Gap to Gucci“, we graciously ask that you sort your donations with that in mind, and only donate ***clean items in pristine condition***. Please note, we no longer accept: Baby Bibs (used), Bedding (used), Books (except coffee table books), Desktop Computers (laptops are fine), Furniture (large), Pajamas (used), Lingerie (used), Ski-wear, Socks (worn), Strollers (used), Stuffed Animals (used), Suits (men's and non-designer women's), Towels (used), Undergarments (except bras in great to new condition and unused pantyhose).

Date: \_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Please print clearly

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Apt# \_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
|  **Description** | **Quantity** | **Condition****(employee use only)** | **Internal Use Only** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

 QTY bags / boxes \_\_\_\_\_\_\_\_

**Hearts of Gold Inc. (HoG) is a not-for-profit organization under section 501(c)3 of the Internal Revenue Code. All donations and contributions to HoG are tax-deductible within the limits prescribed by the law. Tax ID # furnished upon request.**

Donor’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Received by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_