

Advancement Services Gifts-In-Kind Form

Date of Notification \_\_\_\_\_ Donor Empl ID# \_\_\_\_\_

Donor Name \_\_\_\_\_

Donor Address \_\_\_\_\_

Department Receiving Gift \_\_\_\_\_

Name \_\_\_\_\_

Name & Title of CU Contact \_\_\_\_\_

Description of Gift(s)

If equipment, identify manufacturer

- For equipment, attach:
1. Invoices
  2. Completed capital acquisition card
  3. Company assigned gift number

Value \$ \_\_\_\_\_ AA&D Designation # \_\_\_\_\_  
(If equipment, cost to university)

Once complete, print and send to Maryann Bell in Advancement Services, along with the source documentation. If you have questions, please contact Maryann at 254-7138 or [mpb28@cornell.edu](mailto:mpb28@cornell.edu).