



# Gifts-In-Kind

## Donor Information (please print or type)

Name \_\_\_\_\_

Address \_\_\_\_\_

City, ST Zip Code \_\_\_\_\_

Phone 1 | Phone 2 \_\_\_\_\_

Fax | Email \_\_\_\_\_

## Donation Description

Description of Goods \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Value \_\_\_\_\_

Date of Donation \_\_\_\_\_

## Acknowledgement Information

Please use the following name(s) in all acknowledgements: \_\_\_\_\_

I (we) wish to have our gift remain anonymous.

\_\_\_\_\_  
Signature(s) Date

I (we) would like to learn more about Villa of Hope and how to help. Please contact me.

## For Office Use Only

copy of donation form provided to donor

\_\_\_\_\_  
Signature(s) Date



Villa of Hope relies on generous donations from private donors and businesses to continue our work. A gift-in-kind is an item such as equipment, software or a product that a donor voluntarily transfers to the organization without charge or consideration. In order to make the best use of our limited storage space, limited availability of staff to handle these donations and to ensure that donated items are put to their best use, our policy for in-kind donations is as follows.

1. All donors are kindly asked to contact Villa of Hope at 585-865-1550 before dropping off any items. Donations will not be accepted without prior notice.
2. In most cases the transportation of items to Villa of Hope by staff is not available.
3. The valuation of any in-kind donation is the responsibility of the donor.
4. In-kind donations must be wholly consistent, in fact and appearance, with activities, policies, mission, goals and/or programs of Villa of Hope.
5. Due to lack of storage space, resources and hygiene concern, and compliance with regulatory requirements, Villa of Hope reserves the right to decline any in-kind donations.
6. Items that are accepted as in-kind donations by Villa of Hope become the property of Villa of Hope and may be re-donated, sold or discarded as need be.

Examples of items accepted are:

- new clothing, including shoes and boots, winter coats, maternity and infant clothing
- housewares such as new cookware, dishes, silverware, glassware
- books (excluding encyclopedias and magazines), toys, games
- office supplies and gently used office furniture and patio furniture
- new, unopened personal hygiene items, such as toothbrushes, hairbrushes, shampoo, body wash, etc.
- new electronics, such as MP3 players, digital cameras, computers; gently used gaming systems
- school supplies, (including new or gently used backpacks), party and craft supplies
- gently used appliances
- sports equipment
- gift cards to Wegmans, WalMart, Target, etc.

We're sorry - Villa of Hope is unable to accept the following items:

- used computer equipment
- used stereos or stereo components
- videotapes, records, cassette tapes
- used clothing or undergarments
- used bedding
- used baby items, including clothing, baby bottles, cribs or car seats
- food items with outdated expiration dates
- decorative items such as vases, figurines, wall art, paintings, posters etc.
- console televisions
- pianos

Other ways to give:

- consider the gift of time - volunteer for a special project, share your expertise or mentor a youth
- gifts of stock, property or vehicles
- donations of gift certificates or other items for fundraising events, such as silent auctions
- planned gifts
- outright gifts – visit our website at [www.villaofhope.org](http://www.villaofhope.org) to make a secure donation online

**Thank You!**