

Youngstown State University Gift in Kind Donor Submission Form

Gift in Kind Detail:

| Date | Vendor | Amount | Receiving Department | Business Purpose | Receipt Attached |
|------|--------|--------|----------------------|------------------|------------------|
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I confirm that the transactions submitted as a Gift in Kind to Youngstown State University totaling _____ as detailed above were made from personal funds and are not being reimbursed by the University or any other organization.

Donor Signature

Donor Printed Name

Internal Use Only

Controllers Office:

Received and reviewed Donor Submission form and supporting documentation
 Obtained verification of receipt from YSU department receiving gift in kind

YSUF:

Sent donor acknowledgement letter after confirmation of Controllers Office review