

**Humboldt State University
In Kind Gift Proposal Form**

Complete for gifts to HSU that are not cash or stock

Office of University Advancement
(707) 826-5101

Directions: To be completed by HSU Staff/Faculty. Please forward to Office of University Advancement upon completion.

Date: _____ Phone _____

Staff or Faculty requesting gift acceptance _____

Campus Department: _____

Donors Name and Address: (If donor is a business, please include contact person's name)

Item(s) Description: _____

Estimated value of gift \$ _____

(Please provide documentation to support value of gift)

Do you intend to liquidate this property within a two-year period? _____

Fund name and fund number where your cash gifts are deposited: _____

FOR UNIVERSITY ADVANCEMENT USE ONLY
REVIEW for ACCEPTANCE or REJECTION

University Advancement

Accept Reject

Signature/Title _____ Date _____

Property: NO Rob Gunsalus, VP for University Advancement
YES (copy to Asset Management SBS 317)

Upon acceptance, University Advancement will acknowledge
The donor and provide written confirmation for tax purposes.