



In-Kind Donation Form

Thank you very much for making an in-kind donation to Grove Church. This form will help us to properly record and acknowledge your gift. If you have any questions concerning your contribution, please contact Margaret DePena, Office of Development, at 757.967-9657 or email mdepena@grovechurchva.com.

Donation and Donor Information (to be filled out by donor):

I/we wish to donate the following items to Grove Church, as described below:

Estimated Value of the Donation¹ : \$ _____ Date of Donation: _____

Donor Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Address: _____

Special Instructions, if any, including designated program, if any. Attach additional pages if necessary:

Signature of Donor: _____

Disbursement Information (to be filled out by Grove Church)

Program/Department: _____ Program Contact: _____

Account Code: _____ Development Dept Approval: _____

¹ The IRS requires, for our records and yours, that an estimation of the dollar amount of a non-cash contribution be given. IRS publication 563, *Determining the Value of Donated Property* is helpful for individuals, partnerships, and corporations who make non-cash contributions. If a non-cash contribution exceeds \$500, the taxpayer must file IRS Form 8283.