

CALIFORNIA STATE UNIVERSITY, CHICO
In-Kind Gift Acceptance Form

EXHIBIT B

(PLEASE TYPE)

Gift made to: _____ California State University, Chico
_____ The University Foundation, CSU, Chico

(In-kind gifts may include stocks, bonds, computer software or hardware, books, art, real estate or any other NON-cash items)

DONOR or COMPANY NAME: _____

COMPANY CONTACT NAME: _____

MAILING ADDRESS: _____

Home Phone: _____ Business Phone: _____

University Affiliation: _____ Alumnus – Yr. _____ Faculty/Staff _____ Other

Department Responsible for Gift: _____

Department Contact: _____ Ext.: _____

Date of Gift: _____ Value of Gift: _____

Valuation based on: _____
(e.g., appraisal, fair market value, catalog prices, etc.)

Valuation made by: _____ Valuation Dated: _____

Annual Fund Account No. to Credit: _____

Description of Gift: _____

Purpose and Restrictions, if any: _____

Installation Requirements/Costs: _____

Operating and/or Estimated Repair Costs: _____

Description of Space Required for Equipment: _____

Hazardous properties of the items to be gifted, if any: _____

Authorization to publish receipt of gift:

_____ List donor, description of gift and value

_____ List donor without listing value of gift

_____ List value of gift without listing donor

_____ Anonymous – DO NOT list donor or value of gift

Future gift possibilities: _____

APPROVAL RECOMMENDATION

1) _____ Date
Department Chair of Program/Unit Director

2) _____ Date
Dean/Unit Administrator

Make a copy of this form for your records. Send original and ALL accompanying documentation to University Development and Advancement Services, zip 155.

3) _____ Date
Director, Environmental Management, Health & Safety

4) _____ Date
Provost/Vice President for Academic Affairs

5) _____ Date
Vice President for Business and Finance

6) _____ Date
Foundation Administrative Officer

7) _____ Date
Associate Vice President for University Advancement