

REQUEST FOR DONATION

County/Grant Entity: _____

Date: _____

1. DONATION OF FIXED ASSETS				
DATE OF ACQUISITION	ITEM BEING DONATED	HOW MANY	ESTIMATED VALUE	DESCRIPTION (MAKE, MODEL, YEAR, COLOR...ETC)

STATEMENT OF DONOR:

I hereby certify that the above specified donation is given as a charitable contribution and not as payment of debt either public or private. By accepting this donation the Department of Correction and Community Corrections or any of its agencies incurs no debt. This donation is made voluntary without coercion.

Signature of Donor: _____

Date: _____

STATEMENT OF AGENCY RECOMMENDATION:

I hereby certify that the donation described above can be effectively used by this agency, institution or office and recommend approved of the donation.

Authorized by: _____

Date: _____

Advisory Board Approval: Yes No

Date: _____