



APPENDIX A

GIFT-IN-KIND ACCEPTANCE FORM

Donor Name (individual or business)	
Contact name (if business)	
Street Address	
City, State, Zip Code	
Phone	
Email	
Date Gift Received by NAZADA	
Value of Gift	\$
How was value determined:	___ By Donor ___ IRS Qualified Appraiser ___ Internet Research ___ Other
If other, please describe	

Description of Gift (brand, model, serial #, etc. if applicable): _____

Donor Signature

NAZADA Board of Directors Acceptance Signature

Printed Name and Date

Printed Name and Date

1. All gifts-in-kind must be approved by NAZADA's Board of Directors.
2. All gifts of equipment and materials donated to NAZADA become its property.
3. If the value is over \$5,000, [IRS Form 8283](#) signed by an IRS qualified appraiser and written appraisal is required.
4. See page 2 for additional instructions
5. If you need assistance completing this form or have questions, please contact Susan Butler at (928) 774-8859.



GIFT-IN-KIND ACCEPTANCE FORM

Definition. Gifts-in-Kind are gift of property that are voluntarily transferred by a donor to Northern Arizona Alzheimer's and Dementia Alliance (NAZADA). These gifts may include equipment, materials, supplies and other personal property a donor might give to NAZADA to carry out its mission.

Gifts of services are not considered to be a tax-deductible contribution.

If the item donated to NAZADA is sold, transferred, or disposed of within three years from the date of the gift, NAZADA's accountant will take such actions to comply with IRS regulations in reporting such a transaction.

Within 10 days the Board of Directors will send a gift acknowledgment to the donor.

In-Kind Donations up to \$5,000: If the donation is from \$500.00 to \$4,999.99 NAZADA's CPA shall inform the donor that an IRS Form 8283 will need to be filed with their tax return to claim the deduction and should advise the donor to contact his/her tax consultant.

In-Kind Donations of \$5,000 and above: If the donation is \$5,000 or more, NAZADA's CPA shall inform the donor that an IRS Form 8283, signed by an authorized appraiser, is required by the IRS, in addition to a copy of the appraisal.

IRS Form 8283: <https://www.irs.gov/pub/irs-pdf/f8283.pdf>