



Gift-in-Kind and Monetary Donation Reporting Form

In order for The University of Akron to appropriately *acknowledge, record, and provide necessary tax-record documentation* to a business, individual or an organization who has made an in-kind and/or monetary donation to the College of Engineering and COE departments, student organizations and student projects, a faculty/student representative should complete the following donor information form.

Please send this form and any gift documentation (i.e. donor letter, statement, packing slip, appraisal, cash/check, etc.) to: The University of Akron, Department of Development, +2603 – campus mail. This form may also be emailed to kfettig@uakron.edu.

Form Completed By: _____

Phone Number: _____ E-mail: _____

Donor Name: _____

Company Contact Name (if applicable): _____

Address: _____

City, State, Zip: _____

E-mail: _____ Phone: _____ Fax: _____

Type of Gift: (circle one):

gift-in-kind advisement services cash/check \$ _____ other _____

Description of Gift: _____

Gift Date: _____ Gift Value: _____

Gift Designation (college, department, project): _____

Account Number (if known): _____

Other Information: _____

If you have questions regarding this form, determining the value of a gift, donor acknowledgement or any other matter, please contact:

Jo Dangel, Director of Development
College of Engineering
330-972-8572 or jdangel@uakron.edu

Karen Fettig, Assistant Director of Development
College of Engineering
330-972-2819 or kfettig@uakron.edu