

# FORM 706A – ACCEPTANCE OF GIFTS/DONATIONS

## MONETARY DONATIONS

By statute, all gifts and donations must be reported and approved by the School Board.

- Please complete the following form for donations.
- **Attach the check to the form.**
- Send form and check to Jimmy Kuhn, Accounting Office, Edison.
- The Accounting Office will assign an account code and email it to you.
- **It is the site's responsibility to send a note of acknowledgement and thanks to the donor. A "Donations Tax Receipt" form should also be sent to the donor.**

Amount:	Date:
Donor name:	
Address:	
Specified purpose:	
If unspecified, what is the building plan for use of funds:	
Does the donor wish to remain anonymous ( <u>✓</u> <del>Y</del> <del>W</del> one)?    YES    NO	
Principal/Administrator Signature:	
Building:	
Account code (to be completed by Accounting Office):	