

Northland Community & Technical College and the Affiliated Foundations  
NON-CASH DONATION INTENT

Thank you for your generous support of Northland Community & Technical College. This form is to be used to facilitate any non-cash or gift-in-kind donation. Please complete the form in its entirety and submit to the Northland Community & Technical College or Foundation at either of the college's campuses.

Date: \_\_\_\_\_

Donor / Business Name(s): \_\_\_\_\_

Business Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_ Phone: \_\_\_\_\_ ☐: Work ☐: Cell

Email: \_\_\_\_\_

Description of Gift: (Please identify the Non-Cash Donation, and include any identification such as manufacturer, model number, year and serial numbers.)

Does this gift contain hazardous materials? ☐: No ☐: Yes ☐: Unknown If "Yes", Describe:  
Contact the Safety Officer for assistance, if needed.

Gift Intent: I am transferring this gift with no conditions attached.

Program: \_\_\_\_\_

What is the stated value of this donation: \$ \_\_\_\_\_

Northland Community & Technical College and the NCTC Foundation will not establish the value of a donated item. It is the donor's responsibility to establish value. The item may or may not be tax deductible. Please check with your tax advisor to determine your donation and tax deduction implications.

Do you have a written appraisal? (Required for gifts \$10,000 and above) ☐: Yes ☐: No If so, please attach a printed copy with this form.

I donate this gift to: ☐: Foundation ☐: College

FORM 8015 CONTINUES ON THE NEXT PAGE →

Where is this non-cash donation located: ☐: Same as Previous Address Listed ☐: Other:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Will you incur the costs of transportation of this donation to Northland Community & Technical College? ☐: Yes ☐: No

Is it the desire that gift is to remain anonymous: ☐: Yes ☐: No

If "No", may it be made public through media and internet? ☐: Yes ☐: No

I accept and agree that the above information is accurate. I declare that the above asset does not contain any loans or liens against it and that I have full ownership and authority to donate it.

Signature of Donor: \_\_\_\_\_

Please Print Name: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Please submit the completed and signed form to the Northland Community & Technical College Business Office or Foundation. This form does not constitute acceptance of this donation. This donation will be reviewed. You will be notified upon acceptance of this donation and a signed copy of this form will be sent to you.

Thank you for your interest in supporting Northland Community & Technical College and the NCTC Foundation.

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#### FOR OFFICIAL USE ONLY

If this donation is to be given to, and used by Northland Community & Technical College, it must be signed by all respective foundation and college leadership before the foundation or the college accepts this donation.

President: Donation will be given to: ☐: NCTC Foundation ☐: Northland Community & Technical College

In most cases, donations will be funneled to the college through the foundation. The college will be the final owner of the asset. The foundation will receipt the donor for their donation. In some specific cases, it may be beneficial to have the asset given directly to the college. This decision will be made in consultation with College President and foundation leadership.

Faculty / Staff Representative: \_\_\_\_\_ Date Signed: \_\_\_\_\_

This donation should be: ☐: Accepted ☐: Declined

Dean or Program Director: \_\_\_\_\_ Date Signed: \_\_\_\_\_

This donation should be: ☐: Accepted ☐: Declined

Foundation Leadership: \_\_\_\_\_ Date Signed: \_\_\_\_\_

This donation should be: ☐: Accepted ☐: Declined

Chief Financial Officer (CFO) \_\_\_\_\_ Date Signed: \_\_\_\_\_

This donation should be: ☐: Accepted ☐: Declined

Final Cost Center:

College President: \_\_\_\_\_ Date Signed: \_\_\_\_\_

This donation should be: ☐: Accepted ☐: Declined