



# 2024 IN-KIND DONATION FORM

## ■ FOR DONOR TO COMPLETE

Company Name (If applicable; as you wish to be listed online and in print materials) \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

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

Email \_\_\_\_\_ Telephone \_\_\_\_\_

Quantity of donated item(s) \_\_\_\_\_

Fair market or retail value of donation \_\_\_\_\_

Signature of authorized donor \_\_\_\_\_

Would you like an acknowledgement letter?

Additional information \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## ■ FOR BPL TO COMPLETE

From: \_\_\_\_\_

Subject: \_\_\_\_\_

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

Friends of BPL



General Donation

Describe what the donation is for (ie: Friends book sale/toward specific branch): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Federal Tax ID# 11-1904261 • Please return form to:**

Samantha Dodds – Director, Corporate Relations

Brooklyn Public Library 10 Grand Army Plaza, Brooklyn, NY 11238

sdodds@bklynlibrary.org

718.230.2718 | Fax: 718.399.7706

*Thank you!*