



Berkeley Montessori School

## In-Kind Donation Form

Please complete this form and submit it to the BMS Development office via paper copy or email, so we can thank the donor (which some donors appreciate for their tax records) and compile a more accurate record of the generous in-kind support to our school.

Date \_\_\_\_\_

Name of staff contact (who received the gift) \_\_\_\_\_

Donated Item/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated value (optional) \_\_\_\_\_

Was this donation solicited?  yes  no By whom \_\_\_\_\_

Name of Donor \_\_\_\_\_

Current BMS Family?

Yes (We'll get contact info from the BMS Directory)

No: Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

May we acknowledge the gift in Newsnotes?  yes  no

Thank you for supporting Berkeley Montessori School!

**BMS Development Office**

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