

## San Francisco Day School

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| <p style="text-align: center;"><b>Parent Volunteer Form</b><br/><b>Charitable Contribution for Gift-in-Kind</b></p> |
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If you would like to claim a charitable contribution in lieu of reimbursement for your expenses, SFDS will be happy to issue you a “gift-in-kind” letter. We can acknowledge your contribution with the date and description of your gift, but under law we cannot acknowledge the dollar amount of the gift. You must **SAVE YOUR OWN RECEIPTS** as proof for the IRS, along with our letter.

Name: \_\_\_\_\_

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

\_\_\_\_\_

| <b>Date of Gift</b> | <b>Gift Description</b> | <b>Purpose of Gift</b> |
|---------------------|-------------------------|------------------------|
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Please submit request to the SFDS Development Office.

Thank you very much for the generosity of your contribution. We will get a letter out to you shortly.