

DONOR RECORD AND GIFT CONTRIBUTION

Please return the completed form to the Institutional Advancement Office with a copy of any written correspondence/ agreements/thank you letters given to or transacted with the donor. The Institutional Advancement Office will file the necessary gift report with the Nevada System of Higher Education Board of Regents.

"A GIFT OR GRANT TO THE UNIVERSITY OF NEVADA OR ONE OF ITS MEMBER INSTITUTIONS MAY BE ACCEPTED ONLY BY THE BOARD OF REGENTS." Board of Regents Handbook, Title 4, Chapter 10, Page 15.

Donor Information

Donor classification: Individual Trustee TMCC Alumni TMCC Staff Foundation Corporation Organization

Name: _____ **Organization:** _____
Spouse: _____ **Contact Name:** _____
Address: _____ **Title:** _____
City: _____ **Address:** _____
State/Zip: _____ **City:** _____
Home Telephone: _____ - _____ - _____ **State/Zip:** _____
E-mail Address: _____ **Work Telephone:** _____ - _____ - _____
Date of Birth (MM/DD) _____ / _____ **Fax Number:** _____ - _____ - _____

Gift Information *(Mark Only One)*

Name of TMCC Department accepting gift: _____
 Truckee Meadows Community College Foundation

Type of Gift *(Mark Only One)*

Cash/Check Stocks/Bonds Real Estate Books/Media Equipment/In-Kind Payroll Deduction Other

Check #: _____ Check Date: _____ / _____ / _____ *(Payable to TMCC Foundation)*

Description of Gift: _____

Is the gift to be confidential / anonymous? Yes No Is the gift part of a Will, Trust or Insurance Policy? Yes No

Use of Gift *(Mark Only One)*

Scholarship Endowment TMCC Program Unrestricted

Designation of Scholarship, Endowment, or TMCC Program/Service: _____

Gift Amount: \$ _____ **Receipt Amount: \$** _____
(Only the donor may give the estimated value of the gift. The value stated is what TMCC reports to the IRS and what the donor should also report to the IRS on income taxes.)

Today's Date: _____ / _____ / _____

Form completed by: _____
Printed name of TMCC employee accepting donation Signature of TMCC employee accepting donation

For Office Use Only

Raisers Edge #: _____	
Date Acknowledgement Letter Sent: _____ / _____ / _____	Initials: _____
Date Entered into QuickBooks: _____ / _____ / _____	Initials: _____
<input type="checkbox"/> New Donor <input type="checkbox"/> FDN UR Cash <input type="checkbox"/> FDN Equipment <input type="checkbox"/> College New Cash Donation <input type="checkbox"/> College Equipment <input type="checkbox"/> College UR Endowment	
<input type="checkbox"/> Prior Donor <input type="checkbox"/> FDN R Cash <input type="checkbox"/> FDN In-Kind <input type="checkbox"/> College R Endowment <input type="checkbox"/> College In-Kind	