



For Auction Committee Use Only: Item Number: _____ Category: _____ Minimum Bid: \$ _____ ____ Item Received ____ Item Not Received ____ Item Entered into System ____ Tax Receipt Sent ____ Correspondence
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Donation Form

Federal Tax ID #84-0438235

501(3c) Non-Profit

Deadline: Friday, April 3, 2009

St. Catherine Family Name: _____ Phone: _____

Student's Name: _____ Teacher: _____

Was this item donated by a business or purchased by you? _____

Name of Donor: _____ Phone _____

Name of Business (if applicable): _____

Address: _____

City, State, Zip: _____

Item: _____

Detailed Description: _____

Retail Value: _____ Offer Expires (if applicable): _____

St. Catherine of Siena Catholic School ✕ 4200 Federal Boulevard ✕ Denver, Colorado 80211 ✕ 303.477.8035

SAINT CATHERINE OF SIENA CHURCH AND SCHOOL
4200 Federal Boulevard
Denver, CO 80211

Thank you for your recent contribution to St. Catherine of Siena Church and School. This letter is being provided to assist you in claiming your contribution for tax purposes.

_____ has made a contribution as follows:

- () A cash contribution in the amount of \$_____ on _____, _____.
- () A non-cash contribution described as follows:

Donor's estimate of the value of non-cash contributions:_____.

(Please note: It is the donor's responsibility for the valuation and/or appraisal of non-cash contributions.)

Address and Phone Number of Donor:

Ph.: _____

The Parish

- () Did not provide any goods or services to the donor in exchange for the contribution.
- () Did provide goods or services to the donor in exchange for its contribution. The value of which is \$_____.
- () The only goods or services provided were "intangible religious benefits."

The 1993 Tax Act requires donors to obtain written acknowledgements from charitable organizations for all gifts of \$250.00 or more as substantiation for the deduction for Federal income tax purposes, effective January 1, 1994. Since the law provides that your canceled check is no longer sufficient evidence for deductions of \$250.00 or more, we recommend that you file this letter with your other income tax documents.

Form Completed By:

Date:
