

Donation Receipt

GivingArc

Nonprofit accounting,
without the jargon.

Written acknowledgment of a charitable contribution. Complete one per gift, or use the year-end statement for several. The donor needs this before filing to deduct any single gift of \$250 or more (IRS Publication 1771).

ORGANIZATION LEGAL NAME

EIN

ORGANIZATION ADDRESS

DONOR NAME

DONOR ADDRESS

DATE GIFT RECEIVED

AMOUNT OF CASH GIFT (USD)

METHOD

NON-CASH GIFT: DESCRIPTION ONLY (DO NOT STATE A VALUE)

GOODS OR SERVICES PROVIDED IN EXCHANGE? (CHECK ONE)

None. No goods or services were provided in exchange for this contribution.

Yes. Description and good-faith estimate of value:

Only intangible religious benefits were provided.

[Organization] is recognized as tax-exempt under section 501(c)(3) of the Internal Revenue Code.

Your contribution is deductible to the extent allowed by law. If goods or services were provided, the deductible amount is limited to the excess of your payment over their fair market value.

Please keep this receipt with your tax records. Thank you for your support.

AUTHORIZED SIGNATURE

NAME AND TITLE

DATE ISSUED

RECEIPT NUMBER (OPTIONAL)