



225 Commerce Avenue SW  
Grand Rapids, MI 49503  
616-454-8249  
meltrotter.org

## DONATION RECEIPT

### DONOR INFORMATION

DONOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CHURCH AFFILIATION (if applicable): \_\_\_\_\_

ESTIMATED FAIR MARKET VALUE: \$ \_\_\_\_\_

ITEM TYPE	DESCRIPTION OF ITEM	QUANTITY
Clothing/Shoes	_____	_____
Furniture/House-wares	_____	_____
Electronics/Computer equip	_____	_____
Appliances	_____	_____
Other	_____	_____

*This document will serve as confirmation of your donation. Please keep for your records. See your tax preparer about requirements for donation tax deductions. Mel Trotter Ministries cannot establish or confirm the value of donated goods. Federal law provides that clothing and household goods must be in "good used condition or better" for tax deductions. If you have any questions regarding the value of an item please visit the IRS valuation guide.*

### RECEIVED BY: (AUTHORIZED MEL TROTTER MINISTRIES REPRESENTATIVE)

Mel Trotter Ministries acknowledges the receipt of the above goods.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_