



****DESIGNATED DONATION FORM****

All donations must follow the district directive for "Permissible School Fees, Fundraising and Donation." Visit the site at www.sandi.net/staff/student/fees for additional information.

Designated Donation Guidelines:

- This form must accompany each donation. All fields must be completed.
- Designation must be made at the time of the donation and cannot be modified after funds are accepted. Write on the memo line or the attached stub of the check what the donation designation is for, i.e., supplies, staff needs or student events.
- Make checks payable to: **LINCOLN HIGH SCHOOL**

Please print clearly and attach any necessary documents to the donation form.

Donor's Name: _____

Donor's Address: _____ City: _____

Donor's Zip Code: _____ Telephone: _____

General Donation; Principal discretion

Designated Donation; Purpose: _____

Any remaining balance after the designated purpose will become a General Donation.

Budget String: _____

No goods or services were received in exchange for this 100% voluntary donation

Form of Donation (check appropriate box):

Check #: _____ Donation Amount: \$ _____

Memo: [Write on check what donation is for]

Cash _____ Donation Amount: \$ _____

Donor's Signature Date

Site Designee Signature Date Site Received

Reminder: Share information below with Donor.

Charitable contributions to governmental units are tax deductible under section 170 (c) (1) of the Internal Revenue Code if made for public purpose. Please consult with your tax advisor.