

LIVE OAK UNIFIED SCHOOL DISTRICT
2201 Pennington Road, Live Oak, CA 95953

GIFT AND/OR DONATION TO ASB

Prospective donors of a gift or donation in excess of \$100 are required to outline in advance the intent of the gift or donation and to specify any particular preferences as to its uses. The purpose of this preliminary review procedure is to determine the appropriateness of the gift or donation and to document the intent of the donor.

Name of School

Name of Club/Organization

Fiscal Year

Name of Donor

Street Address

City, State, ZIP

Telephone

Description of donation: *If cash/check, include exact amount; if other, include a detailed description of each item, including serial number, color, etc.*

Donor's estimate of value

Description of Purpose

Funds are to be deposited into the ASB bank account. Retain this form as a record of the donation.

Donor Signature

Date

FOR OFFICE USE ONLY

Signature/Title

Student Representative

Club/Organization Advisor

School Administrator

ASB Approval Date:

CFO Signature

Superintendent Signature

Board President Signature

Board Approval Date: