

**TEMPE UNION HIGH SCHOOL DISTRICT**

DATE: \_\_\_\_\_

ITEM: Gifts and Donations

Donor/Individual:	
Donor/Company:	
Address:	
Description:	
Serial Number:	<i>(only needed if item value is greater than \$300)</i>
Model Number:	
Approximate Value:	
Supportive Cost Requirements: (installation, maintenance, operating costs, etc.) <i>Please describe</i>	
Describe how this donation will benefit the school:	

The gift/donation will be used at:

THS   
  MHS   
  MDN   
  CDS   
  MTP   
  DVH   
  CHS   
  District Wide

Signature of School Employee Accepting: \_\_\_\_\_ / \_\_\_\_\_  
Printed Name

Signature of Site Administrator: \_\_\_\_\_ / \_\_\_\_\_  
Printed Name

*Attach additional sheets if needed, as well as all original correspondence and documentation*