



Gift In-Kind Acceptance Form

When accepting a donation of property, this form is to be completed by a Soap Donation Center representative and the donor.

Soap Donation Center, Inc.
7301 Mount Vernon St Rm 2
Lemon Grove, CA 91945-3122

SoapDonation.org
info@soapdonation.org
☎ (619) 668-1435

Donor Info:

Donor Name (individual or business): _____

Contact Name (if business): _____

Street Address: _____

City: _____ State: _____ ZIP: _____

Telephone: _____ Email: _____

Website URL: _____

Gift Info:

Completed [Soap Donation Form](#) received with gift: Yes No

If gift is not bar soap or if a Soap Donation Form was not completed, describe gift below.

Gift type: _____

Additional description of gift (if needed): _____

If soap, number of bars: _____ Ounces weight per bar: _____

Total weight of all bars: _____ Total value of gift: \$ _____

How was value determined? By Donor IRS Qualified Appraiser

Internet Research [Soap Valuation Guide](#) Other (describe below)

If other, please describe: _____

Receiver Info: The gift receiver must be a representative of Soap Donation Center.

Name of representative receiving gift: _____

Date gift received: _____

Additional notes: _____



Gift In-Kind Acceptance Form Instructions

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In-Kind Definition

Gifts in-kind are gifts of property voluntarily transferred by a donor to Soap Donation Center without compensation. Gifts may include homemade soap, commercial soap, bar soap, liquid soap, equipment, vehicles, materials, supplies, artwork, and other personal property a donor might give to Soap Donation Center for use in furthering its mission.

A Soap Donation Center representative completes the Gift In-Kind Acceptance Form with the donor. The donor must determine the value of the gift. Gifts of services are **not** tax-deductible contributions.

Donor Info

Record the donor's contact information in case we have questions about the donation, so we can properly thank the donor for the gift, and because the donor will receive a donation letter for the purpose of claiming the in-kind gift donation as a tax deduction at fair market value.

Gift Info

If gift is bars of homemade soap, complete the fillable Soap Donation Form and have the donor sign the certification. <https://soapdonation.org/forms/soap-donation-form.pdf>

Value of Gift

The value of the donor's gift will be directly reflected in the donation letter and should be an indication of the fair market value. When determining the fair market value of the gift, the donor should refer to IRS Publication 561: Determining the Value of Donated Property. <https://www.irs.gov/pub/irs-pdf/p561.pdf>

Donations Up to \$5,000

If the donation is from \$500 to \$4,999.99, the Soap Donation Center representative accepting the gift informs the donor an **IRS Form 8283 needs to be filed with the tax return to claim the deduction** and should advise the donor to contact a tax consultant.

Donations of \$5,000 and Above

If the donation is \$5,000 or more, the Soap Donation Center Representative accepting the gift informs the donor an **IRS Form 8283, signed by an authorized appraiser, is required by the IRS and Soap Donation Center, Inc. A copy of the appraisal is also required.**

IRS Form 8283, Fillable: <https://www.irs.gov/pub/irs-pdf/f8283.pdf>

IRS Form 8283, Instructions: <https://www.irs.gov/pub/irs-pdf/i8283.pdf>