Red Jacket Community Library Policy Manual Appendix 1K Patron Donation Acknowledgment

Dear Library Donor, Thank you for your gift to Red Jacket Community Library. Please use this form as our acknowledgment and receipt for your monetary donation. Thank you for supporting the Red Jacket Community Library. Donation received by: \_\_\_ \_\_\_\_\_ Date: \_\_\_\_\_ Library Staff Signature Information below is to be completed by donor: Donor name: Donor title: Company or organization name: Donor mailing address: Donor contact telephone number: Donor e-mail address: Donation amount: Cash/Check Check #: \_\_\_\_\_ Donation purpose: Acknowledgment(s) Yes \_\_\_\_\_ No \_\_\_\_ Bookplate(s) Yes\_\_\_\_ No \_\_\_\_ In Memory of: \_\_\_\_\_\_In Honor of: \_\_\_\_\_ Memorial/Bookplate information:

Patron Donation Acknowledgment Form Revised: 3/16

Additional Acknowledgment to:

Donor signature: