

## Charity Donation Worksheet

Name: \_\_\_\_\_

Tax Year : \_\_\_\_\_

Please complete all lines for each item donated. If all areas are not complete, we can not claim the donation. Examples in **red** below.

Complete this section below for any items other than cash donated -

Charity	Charity's address	EIN	Items Description	Original cost of items donated	Value of items
<i>Goodwill</i>	<i>123 Happy Lane, Sunrise FL 33325</i>	<i>45-1649752</i>	<i>womens jeans, tops, shorts</i>	<i>\$200</i>	<i>\$40</i>

Complete this section for donations made by cash / check / credit card and specify which payment method was used

Charity	Charity's address	EIN	Donation amount	Payment method
<i>Goodwill</i>	<i>123 Happy Lane, Sunrise FL 33325</i>	<i>45-1649752</i>	<i>\$200</i>	<i>check #123</i>

By signing my name below, I acknowledge I have all the receipts to back up the amounts listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date