



## DONATION TYPES

Depending on the donation type, a donor may need to obtain a receipt with the required information from the IRS if they would like to receive a tax deduction on their return at the end of the year ([IRS Form 1040 – Schedule A](#)). A receipt is required for all donation types in excess of \$250.

### Cash (\$) Payment

If payment is made by cash, credit card, or bank transfer the non-profit will be required to give a receipt if it's over \$250. Otherwise, it is not required by the IRS. If a receipt is given, there are no other additional requirements or procedures by the IRS.

### Personal Property (in-kind)

Personal property donations, most commonly in the form of clothing, can be made in addition to furniture, household items, art, antique collectibles, boats, equipment, etc. In the event an individual would like to claim a donation in **excess of \$500** but less than \$5,000, the property will need to be professionally appraised in order to be recognized by the IRS. The appraisal must be completed no later than 60 days from the donation date and the appraiser will need to authorize [IRS Form 8283 – Section A](#).

If the property is in **excess of \$5,000** the donor will be required to complete [IRS Form 8283 – Section B](#).

### Vehicle

If a vehicle with a value of **more than \$500** is donated to a 501(c)(3) charitable organization, the following forms must be issued and filed with the IRS at the end of the fiscal year:

- **For Charities** – [IRS Form 1096](#) attached with [IRS Form 1098-C](#). In addition, the charity is mandated to provide a **written receipt** to the donor in accordance with [IRS Publication 4302](#).
- **For Donors** ([View IRS Publication 4303](#)) – [Schedule A of IRS Form 1040](#). In addition, the donor must receive a **written receipt** from the charity.

In both cases, the following vehicle information should be provided on the written receipt:

- Donor's Name
- Charity's Tax ID Number
- 17-character Vehicle Identification Number (VIN)
- Vehicle's Odometer Reading
- Description of Vehicle
- Year
- Make
- Model
- Color
- Body Type
- Date of the Contribution

- \*If sold, gross proceeds from the sale.