

## FOOD & BEVERAGE DONATION FORM

Please email Samantha Sloane at [ssloane@hudsonriverhousing.org](mailto:ssloane@hudsonriverhousing.org) or bring this form with your in kind donation.

NOTE: Value is determined by the donor, not by Hudson River Housing. No goods or services were provided to the named donor in connection with this contribution. Please keep a copy of this form for your records.

Donor name \_\_\_\_\_

Organization (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

If you **DO NOT** want to sign up for our e-newsletter, check here

Description of Food Donated \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please Value Your Donation - Any Values over \$500.00 require an IRS 8283 form for the donor record:

Date food was prepared \_\_\_\_\_

Person/(s) preparing food \_\_\_\_\_

Staff inspection and procedures followed: \_\_\_\_\_ Staff member and date \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

Due to food safety regulations, we are only able to serve inspected food.

If you have any question reach out to Samantha at [ssloane@hudsonriverhousing.org](mailto:ssloane@hudsonriverhousing.org)

### **Thank you for your donation!**

Your generous gift of the following item(s) will help meet the needs of low income and homeless individuals and families we serve. With your assistance we can provide the services that we have continued for over forty years. Please keep this tax-deductible receipt for your records. Thank you!

***Christa Hines, President & CEO***

## IN KIND DONATION FORM

Please email Samantha Sloane at [ssloane@hudsonriverhousing.org](mailto:ssloane@hudsonriverhousing.org) or bring this form with your in kind donation.

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Donor name \_\_\_\_\_

Organization (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

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Please check the appropriate box next to the items donated. If a large number of the items is donated, please provide a number of bags/boxes in the line next to the item.

Home Goods \_\_\_\_\_

Cleaning Supplies \_\_\_\_\_

Child Care/Infants \_\_\_\_\_

Food \_\_\_\_\_

Toiletries \_\_\_\_\_

Gift Cards \_\_\_\_\_

Transportation \_\_\_\_\_

Other (details below)

Please give a brief description of what "Other" items or Volunteer services have been donated:

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Please Value Your Donation - Any Values over \$500.00 require an IRS 8283 form for the donor record:

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Location Donation Received (check one):

Admin (313 Mill Street)  River Haven  Hudson River Lodging  Liberty Station

Webster House  Hillcrest House  Other \_\_\_\_\_

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**Christa Hines, President & CEO**

313 Mill Street, Poughkeepsie NY 12601 | phone: (845) 454-5176 fax: (845) 485-1641

[www.hudsonriverhousing.org](http://www.hudsonriverhousing.org)