

CHARITY ORGANIZER ENVELOPE

MONETARY DONATIONS

The IRS requires that all donations be substantiated with a receipt, cancelled check or a bank record in order to be deductible, including small cash donations.

Date	Organization	Amount
TOTAL:		

Date	Organization	Amount
TOTAL:		

TOTAL:

PURCHASES AT CHARITABLE FUNDRAISERS

Only the amount paid that exceeds the Fair Market Value of the item is deductible. For example, if you pay \$50 for an item that has an fmv of \$40, you can deduct \$10.

Date	Organization	Item Purchased	Amount Paid	Amt. Paid Minus FMV
TOTAL:				

DONATIONS OF GOODS (place detailed receipt noting cost & FMV in envelope)

Date	Organization	Summary of Goods	Cost	FMV
TOTAL:				

TOTAL: