

WCTC Foundation

In-kind Donation Report

WCTC Foundation Office
800 Main Street, room C-213
Pewaukee, WI 53072
262.691.5202 (Phone); 262.691.5593 (Fax)
www.wctc.edu/foundation

Whenever equipment, vehicles, textiles or any other usable item is donated to Waukesha County Technical College (WCTC), the WCTC Foundation records and acknowledges the contribution for the District. This form should be completed and routed for appropriate dean and administrative signatures. Any questions, please call the WCTC Foundation office at 262.691.5202.

Please complete required information:

TO: WCTC Foundation, Inc.
800 Main Street, Room C-213
Pewaukee, WI 53072

Date _____

From _____ Dept./Instruction Unit _____

Name of donor _____

Company _____

Address _____

City, State, zip _____

Date item(s) received (or arrive) at WCTC _____

Items provided:

Approximate present value of donation _____

Specific program(s) to utilize donation _____

WCTC campus at which item(s) to be used _____

Name of WCTC responsible for securing donation _____

Signature (associate dean) _____ Date _____

Signature (dean) _____ Date _____

Please return a printed and signed copy of this completed form to the WCTC Foundation Office (Pewaukee Campus, room C-213), or fax to 262.691.5593.

