



DONATION

INSTRUCTIONS

- Please list the item donated
- Under “code”, write **O** for Office Supplies; **M** for mileage; **C** for cash donation; **T** for travel expense; and **I** for in-kind donation.
- Attach ALL receipts (make a copy for your records) if applicable.

DONATION DESCRIPTION	CODE	TOTAL VALUE
TOTAL DONATION		

Donated By: _____
(Name)

ADDRESS: _____

(City) (Zip)

REVIEWED BY: _____
(Signature)

DATE: _____

Mail to:
 CACSAP
 P.O. Box 620644
 San Diego, Ca 92162