

T&E CARE SCHOOL SUPPLY DRIVE DONATION CHECK-LIST

Please include this check-list form with your donations when dropped off.

Donor Name _____

Address _____

Phone number _____ Email _____

TOTAL value of all gift cards, if any, donated \$ _____

TOTAL (approximate) cost of all items donations (excluding gift cards) on this form \$ _____

Sponsored students (please provide grade & gender for students you sponsored):

Sponsored student: grade _____ gender _____

Sponsored student: grade _____ gender _____

Sponsored student: grade _____ gender _____

Sponsored student: grade _____ gender _____

Sponsored student: grade _____ gender _____

BULK items:

Please list the bulk item(s) and number of each donated (don't list items bought for any students above):

Gift cards (list each one by store and value)

To the best of my ability, I state that the information above is accurate. _____ date _____
signature

PLEASE NOTE: Keep all receipts for items purchased with your tax records. The donor is responsible for determining the value of all non-cash/gift card donations. Please note that T&E Care may sometimes reallocated donations if needed to balance family assistance. If you have any questions, please contact us at schoolsupply@tecare.org.