

Administrative Procedure 6240, Attachment 6

****ASB/CLUB DESIGNATED DONATION FORM****

Designated Donation Guidelines:

- This designation is limited to sanctioned, active athletic teams, clubs and ASB as indicated below. Please contact the school's administration for questions on current status.
- The designation must be made at the time of donation and cannot be modified after funds are accepted. This completed form and a designation notation must be made in the memo line or attached stub of the check.
- All donations must follow the district directive for "Permissible School Fees, Fundraising and Donation." Visit the site at:
<https://www.sandiegounified.org/guidelines-student-fees-donations-and-fundraising> for more information.
- This form must accompany each designated donation.

CHECKS PAYABLE TO: "MUIRLANDS MIDDLE SCHOOL"

All fields must be completed. Please print clearly.

Donor's Name: _____

Address: _____

City, Zip: _____

Telephone: _____

Donation for ASB (i.e. team, club, organization): Donation to the ASB **Advanced Robotics Club** to purchase supplies, pay registration fees, purchase team uniforms and/or pay entrance fees needed to compete in at least two Robotics Competitions per year.

No goods or services were received in exchange for this 100% voluntary donation

Form of Payment (check appropriate box):

Cash Check #: _____ (Write designation on memo of check.)

Total amount of donation: \$ _____

Signature: _____ Date: _____

Charitable contributions to governmental units are tax deductible under section 170 (c) (1) of the Internal Revenue Code if made for public purpose. Please consult with your tax advisor.

KEEP A COPY OF THIS FORM FOR YOUR RECORDS.