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**Hiatt Career Closet Donation Receipt
Tax Record Form**

Date: _____

Full Name: _____

Address: _____

Donation Details:

Item	Quantity Donated	Estimated Value	Additional Notes for Tax Record

Tax Year: _____

Total Receipt Value: _____

Tax benefits are available to tax payers that itemize deductions. To claim a deduction on taxes, the donor determines the fair market value of an item (refer to Publication 561 from the IRS: www.irs.gov/publications/p561). Goods or services were not provided in exchange for the donations listed above. Brandeis University DOES NOT retain a copy of this tax receipt.*

Hiatt Career Closet Confirmation:

Staff Name: _____

Staff Signature: _____

*Tax receipts need to be signed by the staff member that accepted the donation.