



Donor Record Information and Signature Sheet
USC Libraries

Please print

Name of donor _____

Address _____

USC affiliation: Student _____ Staff _____ Faculty _____ Alumni _____ Year _____

Brief description of gift (attach list if necessary):

This description cannot substitute for a qualified appraisal.

Number of items: books _____ periodicals _____ other (specify) _____

Subject areas:

Having read the details about tax regulations in the Information for USC Libraries Donors document,

_____ I do not intend to take an IRS tax deduction for this gift.

_____ Total anticipated IRS tax deduction for charitable contributions will be less than \$5,000.

The total of my anticipated deductions from donations of this and similar property to one or more recipients will be less than \$5,000. I understand that the University of Southern California cannot provide a detailed reconstruction of the contents of my gift at a later date for tax purposes unless an itemized appraisal or itemized list is submitted at this time.

_____ Total anticipated IRS tax deduction for charitable contribution will be more than \$5,000.

The total of my anticipated deductions for donations of this and similar property to one or more recipients will be in excess of \$5,000. With my donation, I will provide the USC Libraries with a duly executed copy of IRS Form 8283.

Signature of donor _____

Date _____

Return mail:

Amy Ciccone, Director, Collection Development/Gifts Liaison
USC Libraries, 3550 Trousdale Parkway, Suite 114, Los Angeles, CA 90089-0187.