



Texas International Wine Competition

5401 FM 1626 Suite 170-177

(512) 289-6109

IRS 501(c) 3 Tax Exempt Number 81-2673524

Benefiting:



IN-KIND DONATION FORM

Please return this form and your items no later than **October 27, 2017**

Event: 2017 Texas International Food & Wine Roundup **Date of Event:** November 18, 2017 5:00 PM – 10:30 PM

Location: City: Austin County: Travis Address: Ironwood Hall – 505 E 7th St, Austin, TX 78701

Donation Type (circle one): Auction Item Food* Liquor/Beer Tasting**

Description of Item (include quantities, restrictions, amounts, & limitations): _____

Estimated Fair Market Value (FMV): \$_____ Expiration Date (if gift cert): _____

If possible, gift certificates should be made valid through November 18, 2018

Can you deliver your donation (circle one)? YES NO Date Available for Pickup: _____

Please mail any gift cards/gift certificates per instructions on page two

Would you like TXIWC to create a gift certificate on your behalf (circle one)? YES NO

Organization/Donor Name _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

Name of Authorized Donor: _____ Signature: _____

TXIWC USE ONLY BELOW

Date Received: _____ Location: _____ Lot #: _____

APPROVAL: _____ DATE APPROVED: _____

* Food donations constitute an agreement to provide small plate tastings of food at the event with a maximum of 400 attendees. More approximate estimates will be provided weekly as the event approaches.

** Liquor/Beer Tasting donations constitute an agreement to provide samples of your brewery or distillery's liquor/beer at the event with a maximum of 400 attendees. More approximate estimates will be provided weekly as the event approaches.



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RULES AND REGULATIONS:

IN-KIND donations must meet the standard charitable organization rules as outlined by the Federal Accounting Standards Board (FASB) which includes:

Current standards of the FASB require that contributed services be recognized and recorded. The following criteria must be met: (1) the donation must be useful; (2) the service creates or enhances a non-financial asset; (3) the services require specialized skills and are provided by individuals with those skills.

Providing IN-KIND services and materials require review and approval from the Texas International Wine Competition management staff prior to acceptance. Only signed, approved donation forms are acceptable as acknowledgement of in-kind donations.

Instructions for completing the IN-KIND DONATION FORM:

1. Provide detailed information related to the description of the item or service being donated. For printing donations, include specific number of pages, packets, or other items that are being considered. For other material items, include specific quantities being considered. No financial donations are considered in-kind donations.
2. The Estimated Fair Market Value (FMV) must be completed by the donor. The Association cannot place a FMV amount or interpret the value of any non-financial donations.
3. Provide information related to the donor including name, organization, address and other contact information.
4. Record the date received and your name.
5. Send the completed form to the Texas International Wine Competition office (info@txiwc.com) for review and approval. A copy of the completed, approved form will be sent directly to the donor and one copy of all in-kind donation forms will be maintained at the Texas International Wine Competition office for audit purposes.
6. Donations that cannot be accepted or fall outside the standard guidelines for acceptance will be rejected. A formal letter will be sent to the donor and a copy of the notice will be retained for our records.

Please Mail Gift Certificates/Cards to:

Texas International Food & Wine Roundup
C/O Texas International Wine Competition
5401 FM 1626 Suite 170-177
Kyle, TX 78640

To Arrange for Physical Item Pickup or Drop off:

Contact Norman Carr:
512.289.6109 or norman@txiwc.com