

Instrument Donation Form

Thank you for your instrument donation! We will assess the condition of the instrument, arrange necessary repairs, and donate it to local school or community music program.

THE
SHELDON
CONCERT HALL & GALLERIES

Please fill out the below information, which we will scan and email you as a receipt. Should The Sheldon sell the item, all proceeds from the sale will support the instrument donation program.

Please note: The acceptance of the donated item by The Sheldon does not confirm the value that the donor has placed on the item. It is the responsibility of the donor to submit all necessary documentation to the IRS to obtain tax credit for their donation. Documentation may include Form 8283 ([About Form 8283, Noncash Charitable Contributions | Internal Revenue Service \(irs.gov\)](#)). This form is required by the IRS for donations of property valued in excess of \$500; a certified appraisal is required by the IRS for donations of property valued at \$5,000 or more. We recommend that donors consult with their tax professional for additional information.

INSTRUMENT: _____

STATED TOTAL VALUE: _____

(Check one of the following boxes regarding tax documentation and appraisals for instruments with a **stated value over \$500.**)

No value documentation / donor estimate

Form 8283 attached

Certified Appraisal and Form 8283 attached

Will email Form 8283 to The Sheldon at sdo@thesheldon.org

CONDITION/NOTES: _____

NAME: _____

EMAIL ADDRESS: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _(_____) _____

FOR OFFICE USE:

Date of Donation: _____

Collection Event: _____

Inventory #: _____

Repairs Made: _____

Date of distribution: _____

Recipient: _____