



5th Floor
11-15 Monument Street
London
EC3R 8JU

Goods Donation Form for

Tel 020 7714 3931
Fax 020 7714 3920
www.inkindirect.org

PLEASE DESCRIBE YOUR DONATION IN THE SPACE BELOW <i>(please include details of amounts, condition and estimated original retail value for each item)</i>	ORIGINAL RETAIL VALUE (£ ex VAT)	IKD USE
<i>Please fax as much information about your donation as possible</i>		

- We are able to deliver the donation to your warehouse in Oxfordshire* YES / NO
* PLEASE DO NOT SEND DONATIONS TO THE LONDON OFFICE
- We are not able to deliver so please collect the donation from us^^ YES / NO
^^ PLEASE PACKAGE UP AS ECONOMICALLY AS POSSIBLE TO KEEP OUR COSTS DOWN
- We understand you're a charity so we may be able to help with transport costs**YES / NO
** DETAILS WILL BE SUPPLIED TO YOU WITHOUT OBLIGATION

Please contact _____ Tel. _____ to arrange delivery / collection.

Goods location: _____

- If you do not wish to have your company name acknowledged on the Goods Available List, sent every month to voluntary organisations, please tick this box - NO
- The goods described above are owned by us and are offered to In Kind Direct 'as is', in usable condition and comply with all legal requirements.
- I look forward to hearing from you whether you wish to accept this donation

We understand and agree that under the Data Protection Act In Kind Direct will hold information about us and may disclose it to third parties as part of its charitable work.

Name:
COMPANY:
Tel:
Fax:

Signature: _____ Date: _____
on behalf of donor company

First time donor? Please tell us how you heard about In Kind Direct -

Please fax this form to IN KIND DIRECT on 020 7714 3920

- Thank you for your donation