



## Donation Approval

### Donation Procedures:

1. Donations may be in the form of cash, checks, securities, materials, or property.
2. This form should be completed on the day a donation is received.
3. The person receiving the donation must email or fax this form to the Business Manager for approval on the day the donation is received.
4. The Board of Education will consider ratifying the Business Manager's approval at the next Board Meeting.

Current Date: 11/9/2022

Donor: Chicago Blackhawks

Building: Lincoln Hall

Donation Amount: Floor Hockey Equipment

Date of Donation: 11/9/2022

Person Receiving Donation: Mark Atkinson and Joe Segreti

Description: 30 Blackhawks Floor Hockey Sticks  
30 White "Floor Balls"  
2 Franklin Floor Hockey Goals  
48 Franklin 9" Orange Soccer Cones  
23 Red Blackhawks Practice Jerseys (Pennies)  
23 Black Blackhawks Practice Jerseys (Pennies)

Business Manager Approval: Courtney Whited

Board of Education Approval: \_\_\_\_\_

CREATE: May 7, 2020

REVISE:

REVIEW:

8:80AP