



Beacon Hill PTA 6.15.42  
2025 14<sup>th</sup> Avenue South  
Seattle, WA 98144

### REQUEST FOR A DONATION RECEIPT

Beacon Hill PTA is a 501(c)(3) non-profit charitable organization. Your generous monetary or in-kind donation is tax deductible.

Please include this form with your donation, made out to Beacon Hill PTA, and mailed to the address shown above. Receipts will be automatically sent out for donations of \$100 or more if you include this form. Or if you have already sent in your donation with a student's fund raising envelope, just complete and submit this form to the BHIS Treasurer to have a receipt mailed to you.

Please contact the BHIS Treasurer if you have questions (see [www.beaconhillinternationalschool.org/](http://www.beaconhillinternationalschool.org/) PTA / PTA Board for contact information). Thank you for supporting the Beacon Hill PTA!

Donor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Amount of Donation: \$ \_\_\_\_\_ Type of Donation:  Check  Cash  In-Kind

BHIS Fundraiser (Read-A-Thon, Walk-A-Thon, Annual Fund, etc): \_\_\_\_\_

If in-kind donation, please declare value\*: \_\_\_\_\_

*\*Please note that the value of in-kind donations are to be determined by the donor and / or their tax consultant and not by the Beacon Hill PTA.*

#### **This section to be completed by BHIS Treasurer**

Received by: \_\_\_\_\_ Date received: \_\_\_\_\_

Date tax donation receipt sent to donor: \_\_\_\_\_