Donated Equipment Record

Project Title: Project #

Donor: Phone #

Address:

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

The hourly rate for donated equipment used on a project shall not exceed its fair-rental value. Records of in-kind contributions of equipment shall include schedules showing the hours and dates of use and the signature of the operator of the equipment.

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| **Date** | **Description of Equipment Used** | **Hourly Rate of Donated Equipment** | **Number of Hours Used** | **Total Value** |
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| **Total Value of Donation . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .** | | | | $ |

Signature of Person Donating Equipment Date

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Signature of Project Supervisor Date

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