



# In-Kind Donation Guidelines

Thank you for your kind hearts. Your donation of in-kind gifts go a long way toward brightening a hospital stay for our patients and families. To help us protect our patients and families at this vulnerable time in their lives, please adhere to the donation guidelines below:

- Please review our wish list(s).
- Please do not wrap donations or make “goodie bags.” Because every patient’s condition is unique, we will be forced to unwrap/unpack donations to ensure appropriateness.
- At this time we are not accepting any gift cards.
- In accordance with Infection Control policies and Children’s of Mississippi guidelines, there are a few things **we cannot accept**:
  - USED items (even gently used)
  - Religious items, or items that include religious references
  - Stuffed animals
  - Toy weapons or violent video games/movies
  - Candy
  - Latex balloons
  - “Ride-On-Top” toys, such as bikes, scooters, pogo sticks
  - Toy kitchen sets/appliances
- To deliver gifts:
  - Please call: 601.213.8054 or email: [inkinddonations@umc.edu](mailto:inkinddonations@umc.edu) to schedule an appointment. **\*\*Please note: As a courtesy to others, we reserve the right to reschedule if you are more than 15 minutes late. Please call the number above if you cannot arrive within 15 minutes of your scheduled delivery time.**
  - Complete our In Kind Donation Form (included in this document). Please include your signature. Bring the completed form along with your donation to your scheduled appointment time.

- Personal delivery of gifts and/or donations directly to patients is not permitted. If you would like to visit with our pediatric patients please contact our Child Life Department: 601.984.2110 or [ChildLifeSpecialEvents@umc.edu](mailto:ChildLifeSpecialEvents@umc.edu).
  
- **To mail gifts:** Please send to the address below and be sure to include a completed In Kind Donation Form (included in this document) in the package.

Children's of Mississippi/UMMC  
Attn: Office of Development – Office Annex II, #161.  
2500 North State Street  
Jackson, MS 39216



# In-Kind Donation Form

Thank you for your generosity toward our patients here at The University of Mississippi Medical Center. In order to keep appropriate records about the donations our community presents to this organization, we ask that you complete the short form below.

**Name:** \_\_\_\_\_

**Total Estimated Value:** \$ \_\_\_\_\_

Description of Items Donated	Quantity

*\*continue on back if more space is needed*

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Would you like your tax receipt sent via email or a paper copy?** \_\_\_\_\_

**Donor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Receiving Department Signature:** \_\_\_\_\_

**Office of Development Signature:** \_\_\_\_\_

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Again, thank you for your kindness.

If you do not designate your gift for a specific patient population, it will be used for the patient population most in need. If you have any questions, please do not hesitate to call the Office of Development at (601) 213-8054.

The University of Mississippi Foundation is a qualified tax-exempt organization under Section 501(c)(3) of the Internal Revenue Service Code and, therefore, your contributions are tax-deductible, TAX ID# 23-7310293. Please consult your tax advisor to determine proper charitable deduction.

