

FREE THINGS SCHOOL DONATION FORM

School _____

(Include Elementary or HS)

Address _____

City

State

Zip

GSR _____ Contact _____

Title

Telephone _____ FAX _____

Email _____

Principal Name _____

Principal Signature _____

-Description of Items:

-Time Limit for posting:

Please note that items will remain at school site until donation is complete. Future Exchange offers no storage site for items that have been posted.

Once form is completed please fax to Office of External Resources and Partnerships, fax # 773-553-1541

For Office Use Only

Reported By: _____

Date: _____

Donation Confirmed by _____

Date _____

Follow up phone calls: (Date, time, initials)