

UNIVERSITY OF FLORIDA FOUNDATION, INC.
2012 W. UNIVERSITY AVENUE
POST OFFICE BOX 14425
GAINESVILLE, FL 32604

ACCOUNTING FOR
FUND-RAISING EVENT
AND QUID PRO QUO (UFF-C)
SUBMIT TO:
UF FOUNDATION GIFT PROCESSING
392-9876

Date: _____

Name of Event/Program: _____

Date of Event: _____

SOF Number: _____

Contact Name: _____

Contact Telephone Number & Extension: _____

Development Officer: _____
(if different from contact)

Name of Donor: _____

Amount Collected: _____

Less Value of *Quid Pro Quo* to Donor* : - _____

Net Gift Portion: = _____
(to be receipted)

NOTES: This form must be submitted for all deposits where donors have received any *quid pro quo* associated with their gifts. IRS rules require that the value of the *quid pro quo* be stated on the gift receipt produced by the Foundation.

A *quid pro quo* contribution is defined as a payment made partly as a contribution and partly for goods or services provided to the donor by the charity. (Ex: a donor pays \$100 to attend a dinner event; the market value of the food and entertainment is \$40; accordingly, \$60 would be a gift.)

*Please note that the "value" of the *quid pro quo* is not what it costs UF, but the market value of the goods, services, or benefit.

Submit a separate UFF-C for each deposit. This form must be sent with an Asset Transmittal Form (UFF-B).

IRS rules require that donors be informed of the amount of their "contributions" which may be deductible as a charitable gift. Please check with the Foundation's Counsel to ensure statements on promotional literature (invitations, tickets, etc.) for fund-raising events comply with IRS rules.

Please attach a copy of any promotional materials to this form.
