As a donor, you should follow these steps to ensure that ownership of the gifted grain is transferred <u>prior to sale</u> and you receive recognition for your gift.

1. Contact Greater Northwest Kansas Community Foundation (GNWKCF) at 785-734-2406 to acknowledge the gift of grain intentions.

2. Complete the Gift of Grain Donation Form and mail it to:
   Wallace County Foundation
   PO Box 471
   Sharon Springs, KS 67758
   You will be sent a gift receipt for your records. Please consult your tax advisor for the appropriate tax deduction for your gift.

3. When you deliver the gifted grain to the local elevator, ask the grain elevator to issue a Grain Transfer Authorization (GTA) Form in the name of Greater Northwest Kansas Community Foundation. The GTA Form is evidence that the ownership of grain was transferred from the farmer to GNWKCF for the **benefit of the Sherman County Community Foundation**. Mail the GTA Form, copy of storage receipt, and Gift of Grain Donation Form to GNWKCF.

4. If the elevator does not have the Foundation's Gift of Grain Policy on file, instruct the elevator that they must contact GNWKCF at 785-734-2406 for selling details.

<div align="center">~Thank you for your Gift of Grain!</div>

Gift of Grain Donation Form

_____
(Donor Name)

_____
(Donor Address)

_____
(City, State, Zip)

Amount/Type of Grain: _____

Contract Value (if applicable): _____ Market Value: _____
(On Date of Storage Receipt)

Please designate below which Fund you wish to have your gift benefit:

_____
(Fund Designation)

_____
(Signature)

_____
(Date)

_____
(Grain Elevator)

_____
(Elevator Phone Number)

☐ A check mark in this box verifies that this grain does not have a
lien against it; or if the grain does have a lien against it, a lien
waiver from the lender is attached.

Please send this form along with the appropriate documentation to:

Greater Northwest Kansas Community Foundation
% Wallace County Foundation
PO Box 471
Sharon Springs, KS 67758

ATTENTION GRAIN ELEVATOR OPERATORS:
Please call Greater Northwest Kansas Community Foundation at
785-734-2406 to set up grain disposition instructions.

WALLACE COUNTY FOUNDATION