

Parks and Recreation Department

Donation and Contribution Form

Donor Name/Organization: San Antonio Parks Foundation

Contact Name: Mary Jane Verette or Ashley Riley-Heinz

Contact Phone Number/Email: (MJV) 210-843-3147/maryjane@saparksfoundation.org ( ARH) 201-320-5826  
(NJ area code)/leyleyash@hotmail.com

Staff Contact Name/Title: same as above

Where/When Received: \_\_\_\_\_

Donation: A gift in either the form of each cash or goods or services received that has been given to the City for a general purpose.

Contribution: A gift in either the form or cash or goods or services received that has been given to the City for a specific purpose.

   Cash Donation      \$ 100,000

   Non-Cash Donation describe \_\_\_\_\_

   Cash Contribution    \$ \_\_\_\_\_

   Non-Cash Contribution describe \_\_\_\_\_

Describe specific purpose of Contribution: Maverick Dog Park

Completed by Sandy Jenkins 3/19/20

Manager Approval \_\_\_\_\_

Fiscal Approval \_\_\_\_\_

**Donation or Contributions over \$1,000 must be approved by the Director**

Director Approval \_\_\_\_\_

For Fiscal Use Only:

Internal Order Number \_\_\_\_\_ Internal Order Name \_\_\_\_\_

Cost Center Number \_\_\_\_\_ General Ledger Number \_\_\_\_\_