

# DONATION REGISTRATION FORM



1. **Locate an item of value**-These items are ones that would typically sell for \$20 or more. You can check the current "Hot Sellers List" on the P12B website or the list on the front page of this form to use as a guide.

2. **Register your item**-The preferred method of registration is online at our website [www.project12baskets.com](http://www.project12baskets.com). Once you're at the homepage, click on the icon that says "Donate an Item". A registration form will be pulled up. Complete the form which is located below and can be printed off the website. Once your item is registered into our system, you will receive an electronic notification that will give you a username and password that allows you to open up a Donor Dashboard in our software. From there you can track your item throughout the donation process. You may also use the form below and submit to: Dr. Janice E. Hale, ISAAC, 5425 Gullen Mall, 213 College of Education, Wayne State University, Detroit, Michigan 48202 or fax to 313-577-4091.

Organization: **Institute for the Study of the African American Child (ISAAC)**

First Name\* \_\_\_\_\_ Middle Initial\* \_\_\_\_ Last Name\* \_\_\_\_\_  
Email \_\_\_\_\_ Primary Phone\* \_\_\_\_\_  
Address\* \_\_\_\_\_  
City\* \_\_\_\_\_ State\* \_\_\_\_\_ Zip\* \_\_\_\_\_

List the items you are donating below.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

3. **Donate Your Item**- If you do not hear from a P12B representative within a week, your item is acceptable for donation. There is one of two ways to submit your donation. If it is a large item (furniture, exercise equipment, or large appliances) you can call at 877-448-7122 to set up a time for our moving truck to pick up your items. If you are donating smaller items of value, contact Dr. Janice E. Hale at 248-661-4339 or [janiceehale@cs.com](mailto:janiceehale@cs.com). Once your item has sold and shipped or picked up from our collection center, you will receive an electronically generated Thank You letter that lists exactly what you donated and what it sold for. This letter can be printed and used for tax purposes.