

GIFT PROPERTY INITIAL REPORT

To be completed by Development Officer

Date Completed: _____

Development Officer Name: _____

Office Phone Number: _____ Cell Phone Number: _____

Donor Name: _____ ANDI # _____

Donor Mailing address: _____

Property address: _____

State: _____ City: _____ County: _____ Zip: _____

Property description (please give details, e.g., 45 acres of farmland, 20 acres wooded land, duplex, mobile home park, etc.):

Known environmental hazards per owner or others: _____

Use of proceeds (please indicate which campus/college/department will benefit): _____

Property type: ___ Residential ___ Commercial ___ Industrial ___ Multi-Family

 ___ Condo ___ Agricultural ___ Other ___ Vacant Land

Gift Structure:

___ Outright ___ Endowment ___ Charitable Trust ___ Contract to Will ___ Retained Life Estate

___ Charitable Remainder Unitrust ___ Charitable Lead Trust ___ Gift Annuity

___ Other (please specify): _____

Other donor considerations and/or stipulations (e.g., lease on property, demolition required, donor owns adjacent property, desired use, potential future gifts from donor, etc.): _____

**Please complete and forward to:
Office of Planned Giving
1610 University Avenue, Ste. 202
Knoxville, TN 37921
plannedgiving@tennessee.edu**