



Donation Program Overview

Avon contributes products to nonprofits that focus on improving the lives of women and girls. Gifts In Kind International, the world’s leading organization in the field of product philanthropy, manages the donation program. All 501 (c)(3) nonprofit organizations that fulfill the criteria outlined below and are interested in receiving a donation from Avon should complete this application and return it to Gifts In Kind International.

Eligibility Guidelines

If your organization provides services that improve the lives of women and girls, please review and complete this application to be considered to receive products from Avon. **Organizations qualified to receive product contributions must:**

- ▶ Be an organization providing programs for women and girls that enhance economic opportunity and physical and emotional well-being.
- ▶ Provide Gifts In Kind with a distribution report.
- ▶ Only distribute product in a quantity suitable for personal use. (Not more than 5 items per individual.)
- ▶ Not advocate, support or practice discrimination based on race, religion, age, national origin, language, sex, sexual preference, or physical handicap. (Organizations must include a copy of their organization’s non-discrimination policy with this application.)
- ▶ Use the products for its charitable purpose and not sell trade, barter, or auction any of the goods donated.
- ▶ Only distribute the products in local community and not ship outside of the US.

Description of Available Products

The donation includes products that fit into the item type you have requested. It is important to note that products are given in “as is” condition with no warranties expressed or implied. We cannot guarantee specific items, sizes, styles, or colors. By completing, signing and submitting this application your organization agrees to this condition.

Organization’s Service Area

1. Describe the projects for which the gift will be used?

2. How many women and families will your organization serve this year?

- 3. Number of women served: _____
- 4. Percentage of clients who are women: _____ %
- 5. Number of minorities served: _____
- 6. Percentage of clients who are minorities: _____ %
- 7. Number of families served: _____

Gifts In Kind International requests that all organizations requesting full shipments of Avon must attach answers to the following questions:

Describe the distribution facility: location, who owns the facility, charity’s affiliation with owner, size, whether the facility is bonded and security information.

Describe the distribution process: how product is announced to charities and to individuals; list of agencies involved in distributing the donation and how the donation is monitored after distribution.



Please provide your GIKI Registration # _____

Registered Charity Address <hr/> Legal Name of Registered Charity <hr/> Street Address <hr/> City, State/Province, ZIP/Postal Code <hr/> Contact Person <hr/> Telephone Fax Email	Ship to Address <hr/> Legal Name of Organization <hr/> Street Address (Cannot deliver to a P.O. Box) <hr/> City, State/Province, ZIP/Postal Code <hr/> Contact Person <hr/> Telephone Fax Email
---	---

Item #	Item	Quantity Requested	Administrative Fee	Admin Fee Paid
If you are a nonprofit 501(c)(3) organization or U.S. Indian Reservation (with annual revenue less than \$1million) and are not currently registered with Gifts In Kind International, please add \$150 to cover registration through December 31, 2007. If your annual revenue is more than \$1million, your registration fee is \$300. Please include a copy of your organization's 501(c)(3) tax determination letter, mission statement, list of board of directors, and your most recent audited financial statement or 990 Form.				
TOTAL:				

Please fill in your payment information below and indicate the administrative fee total.

CHARGE: MasterCard Visa American Express Discover/Novus
 Card Number: _____ Expires: _____

Name as it appears on card: _____ Authorized Signature _____

Total Fee to be charged: _____

CHECK ENCLOSED (Made payable to Gifts In Kind International)

Check Check Number: _____ Zip Billing Code: _____ Total Admin. Fee Enclosed: _____



DONATION ACCEPTANCE AGREEMENT

Read carefully and sign below. This section must be read and signed by an authorized representative of the requesting organization. Gifts In Kind International reserves the right to terminate your organization's registration if your organization does not meet the basic requirements or violates any of the conditions listed below. Your organization represents the following:

- 1. It is an organization described in Section 501(c)(3) of the Federal Internal Revenue Code or a recognized U.S. Indian reservation; and/or is exempt under Section 501(c)(3); and is not a private foundation (other than an operating foundation described in Section 4942(j)(3)).
2. The goods will be used solely for the care of the ill, needy or youth (as those terms are defined in applicable U.S. Treasury regulations).
3. The use of the goods will be related to the purpose of the organization that makes it tax exempt.
4. The use of donated goods does not authorize the organization to sell, trade, barter or otherwise transfer the donated goods for money, property or services performed in order to operate or related to the operation of its offices which includes the sale, trade, bartering or otherwise transfer of the goods to pay any administrative fee to Gifts In Kind International or any shipping charges related or not related to the procurement of donated goods or be used to provide community services as noted in the organization's goals. Donations cannot be used for fundraisers, raffles or auctions; given to volunteers or staff members; or sold in retail stores, on Web sites, in flea markets, or in any other manner. Additionally, product donations cannot be transferred to other nonprofit organizations or groups without advance written permission from Gifts In Kind International. You agree that this restriction may be enforced by a court entering equitable relief including, but not limited to, injunctive relief. Gifts In Kind International reserves the right to limit, restrict or terminate any order of donations requested by your organization at any time without cause and without notice.
5. The organization agrees to maintain adequate books and records of these donations as required by applicable tax regulations and to make such records available upon request to Gifts In Kind International and/or the Internal Revenue Service. The organization agrees to provide complete substantiation of its distribution of all product donations to the Internal Revenue Service and Gifts In Kind International promptly upon request.
6. Non-compete agreement: The primary business of Gifts In Kind International is the coordination of donor efforts to donate goods for charitable purposes. The continuation of Gifts In Kind International's primary business depends upon recipient organizations refraining from soliciting donations from Gifts In Kind International's donors. Gifts In Kind International and recipient organization agree that recipient organization's solicitation of Gifts In Kind International donors without Gifts In Kind International's prior approval is improper and contravenes the purpose of the Gifts In Kind International -recipient organization relationship formed in this Agreement.
7. The goods cannot be transferred to other nonprofit organizations (or attempt to be transferred) by the organization in exchange for money, property or other services.
8. Anytime during the probation or active period of this agreement, at Gifts In Kind International's expense, your organization and members of its staff, may be subject to a thorough background check. Your organization and staff must fully comply with any requests made by Gifts In Kind International pertaining to information or data needed to conduct a background check.
9. This agreement is construed according to the laws of Virginia.
10. Any goods received from Gifts In Kind International will not be used with the intent or knowledge to commit a terrorist act(s).

Breach of any of your organization's obligations as stated above will entitle Gifts In Kind International to rescind this agreement and recover any and all such goods donated. In this connection, your organization agrees that the remedy of money damages is not exclusive and is inadequate and that Gifts In Kind International will be immediately and irreparably damaged by any such breach. In such event, your organization consents to the imposition of a constructive trust on any and all such goods in favor of Gifts In Kind International and further consents to a temporary, preliminary and permanent injunction in favor of Gifts In Kind International, forbidding your organization from making any disposition of the goods and requiring your organization to return immediately all such goods to Gifts In Kind International, as it directs. Your organization agrees to pay Gifts In Kind International in full for any Expenses, including legal fees, incurred in connection with investigating, preparing for, litigating, or settling any action brought under any breach of an obligation stated above.

Signature of Chief Executive: _____ Print Name: _____
Print Title: _____ Date: _____

Complete & send this signed application, required documentation, administrative fee to:
Gifts In Kind International, PO Box 18002, Merrifield, VA 22118-0002. Faxed requests with credit card payment may be sent to 877.798.3192.