

**Santa's Workshop Donation & Toy Drive**  
**IN-KIND DONATION FORM**



**Our Lady of the Lake  
Children's Hospital**

Thank you for donating to Our Lady of the Lake Children's Health. Please help us properly acknowledge your gift by completing steps 1 and 2 below.

**STEP 1: DONOR INFORMATION**

Please Print

Date \_\_\_\_\_ Donor is: Organization/Company/Group  Adult (over 18)  Child (under 18)

Donor Name(s) \_\_\_\_\_

Organization/company/group or parent/guardian if donor is under 18:

\_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_  
Home  Work  Cell

\_\_\_\_\_ Email \_\_\_\_\_  
City, State, Zip

**STEP 2: DONATION INFORMATION**

Quantity and description of donation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total value of donation:

\$50     \$500

\$100     \$1,000

\$250     Other \_\_\_\_\_

Donor Signature \_\_\_\_\_

Our Lady of the Lake Foundation Tax ID 72-1014324

**STAFF SECTION – Complete by OLOL Foundation or Children's Hospital Team**

Department accepting donation:

- Foundation     Child Life
- Welcome Desk     Security
- Volunteer Services
- Other \_\_\_\_\_

Send completed form to:

Email: [donations@ololchildrens.org](mailto:donations@ololchildrens.org)

Mailing address:

Our Lady of the Lake Foundation  
P.O Box 84357  
Baton Rouge, LA 70884