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| **Sample of distribution tracking sheet** |  |  |  |  |
|  |  |  |  | \*Please note these donations cannot be sold, traded, bartered, returned to stores but must be used by qualified individuals in need.  By signing this form you agree to these terms. |
| **Good360 Donations** |  |  |  |  |
| **Date** | Recipient name | Description of donation | Quantity | Signature |
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| Create categories to simplify the description of items donated: **Clothing, Electronic & Office, Entertainment, Health & Beauty, Home, Sports & Outdoors, and Toys** |  |  |  |  |
|  |  |  |  |  |
| Quantity can be counted as:**Individual numbers, number of bags, and number of boxes** |  |  |  |  |