

Kaiser Permanente West Los Angeles Medical Center In-Kind Charitable Donation Information



Program Information

- Our In-Kind Donations consist of furniture, office, and medical equipment on an on-going basis.
- As items become available we contact community partners to initiate the in-kind donation process
- All items must be in operating condition and not expired.
- Only 501(c)(3) organizations, schools and government entities are eligible to receive in-kind donations.
- Donated items are for organization's operations and not to be sold or given away to individuals.
- Recipient organizations are responsible for pick up, including loading and transportation.
- Organizations can submit a wish list for consideration. We will notify you as items become available.

Donation Process

To approve a donation, the following documents will be required:

- Letter requesting the specific donation in the organization's letterhead.
- List of the organization's Board of Director specifying each person's affiliation.
- Tax exemption IRS determination letter **OR** for government agencies/schools, a certificate verifying public entity status or CPA letter or signed letter by Executive Director/Administrator (on letterhead) with a statement of tax exempt status.
- KP Liability release form signed at donation item pick up.

Contact Information

- For more information about the In-Kind Donation process or for questions please contact Celia Brugman, Community Health Manager: celia.a.brugman@kp.org, 323-857-3771.