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Manual of Administrative Policies and Procedures

POLICY 2.28 -

Western also reserves the right to refuse to accept a gift of securities that has negligible value in normal and active market trading.

Procedural Guidelines related to Gifts of Publicly Traded Securities are attached as **Appendix A**.

## 3.00 Gifts-in-Kind

Non-cash gifts will be valued and receipted based on appraisals obtained by the donor and Western. For gifts with a fair market value of less than \$1,000, a reputable and recognized expert member of Western's staff or faculty can appraise the value of the property, and receipts can be issued based on the appraisal.

For gifts greater than \$1,000, an independent appraisal is required. It is Western's practice to have the donor pay for appraisals. Western reserves the right to obtain, at its expense, its own appraisal in addition to the donor's appraisal.

For gifts-in-kind or gifts-in-purchase-discount of a company1 (pr)-6.4 (ac)-ee02 sw.3 (t)-1.1u (i)3.1 (c)-8 2.3 (t)-e

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