



Daytona State College donates items to non-profit organizations within Volusia and Flagler counties. Requests are reviewed by a college committee and organizations are contacted once the requested items become available.

All donations must be approved by the College's District Board of Trustees during a scheduled monthly meeting. After receiving Board approval, Property Management will contact the organization to arrange a time for pick up. Given the availability of items and the College's approval process, it may take two months or longer to process requests.

To be considered for a donation, submit the request on letterhead signed by the head of the organization. The request should include the following:

- a) Organization's mission statement
- b) Organization's address
- c) Contact Information: name, phone and email
- d) Explanation of how donated items will be utilized
- e) List quantity and detailed description of items being requested
- f) Copy of Consumer's Certificate of Exemption

An organization's paperwork will be kept on file for one (1) year from the date received. Subsequent requests occurring after this deadline will require a new submission packet of the above documents.

Submit your request and documents via mail or email:

Mail: Daytona State College
Property Management
1200 W Int'l Speedway Blvd.
Daytona Beach, FL 32114

Email: property@daytonastate.edu