



# MLTF Grain Ownership Transfer Form

Donor Name: \_\_\_\_\_ Donor Address: \_\_\_\_\_

Donor Phone: \_\_\_\_\_ City/State/Zip : \_\_\_\_\_

Grain held at:            Name of Elevator: \_\_\_\_\_  
    City: \_\_\_\_\_  
    Contact Person: \_\_\_\_\_  
    Elevator E-Mail: \_\_\_\_\_  
    Elevator Phone #: \_\_\_\_\_  
    Elevator FAX #: \_\_\_\_\_

I authorize transfer of \_\_\_\_\_ bushels of  
 \_\_\_\_\_ (type of grain) to MLTF on  
 \_\_\_\_/\_\_\_\_/\_\_\_\_ (date). (This grain is not under contract.)

\_\_\_\_\_

Donor Signature (required)

\_\_\_\_\_

Date

On behalf of the elevator listed above, I have  
 processed this grain transfer and confirm that the  
 grain was not under contract. The grain has been  
 transferred to MLTF's acct # \_\_\_\_\_.

\_\_\_\_\_

Signature (required)

\_\_\_\_\_

Date

Please instruct the elevator email form to Jessica Wilcox at [jessicaw@scdiocese.org](mailto:jessicaw@scdiocese.org).

The grain check should be mailed to:

**MLTF – Attention: Jessica Wilcox • PO Box 3379 • 1821 Jackson Street • Sioux City, IA 51102**

\*MLTF gift policy requires that grain donations have an approximate minimum value of \$1,000. Grain donations can be accepted until December 15th (if credits are still available) or before MLTF is within \$250,000 of the total tax credit allotment.

\*The donor should complete the MLTF donor form and indicate the number of bushels donated (but not the value) on the form. Please send the donor form to the attention of Diane Donnelly at the MLTF office via the contact info listed above.

**Key Points for a Valid Grain Donation:**

- As always, please consult your tax preparer for professional advice for your individual tax situation. The tax law for grain donations is very complex and there are specific criteria that must be met.
- A representative from MLTF will open an account with the elevator in anticipation of the grain donation. Please contact us in advance so that an account can be established prior to delivery.
- The farmer must deliver grain to the elevator or currently hold grain in their name to provide proof of production. (Please note that contracted grain sales will not be accepted as a grain donation.)
- The farmer must transfer ownership title of the commodity to MLTF.
- The MLTF staff must make the final decision to sell the grain.

If questions, please contact the MLTF staff:

Jessica Wilcox            712-233-7548 or [jessicaw@scdiocese.org](mailto:jessicaw@scdiocese.org)  
 Diane Donnelly            712-233-7594 or [dianed@scdiocese.org](mailto:dianed@scdiocese.org)  
 Royce Ranniger            712-233-7592 or [roycer@scdiocese.org](mailto:roycer@scdiocese.org)

For Internal Use:

Person Contacted:	# of Bushels and Grain Type:	Sales Price:	Date Donated:
Sale Authorized by: _____ on ____/____/____ (date).			Grain Price for Acknowledgement: