



# The Seaside School Foundation, Inc. Gift/Pledge Commitment Form

I (we) hereby agree to make a gift/pledge to The Seaside School Foundation, Inc. ("Foundation") in the amount of \$ \_\_\_\_\_ to support The Seaside School, Inc ("School"). I (we) agree to allow the Foundation Board of Directors to allocate funds based on the Foundation Gift and Pledge Acceptance Policy and the needs of the Foundation to further its purpose of supporting the School. I (we) understand this pledge must be fulfilled within five (5) years, is a legally binding agreement with the Foundation, is non-refundable, and will be paid as follows: [Please choose one.]

Full amount enclosed in a single payment.

Yearly \_\_\_\_\_ Quarterly payments of \$ \_\_\_\_\_ beginning on \_\_\_\_\_.

Monthly payments of \$ \_\_\_\_\_ beginning on \_\_\_\_\_.

Other Payment Arrangements: \_\_\_\_\_

Mail me pledge reminders. \_\_\_\_\_ E-mail me pledge reminders. \_\_\_\_\_

## Payment Options

I will pay by check. (Payable to The Seaside School Foundation, Inc.) Please send me reminder notices.

I authorize the Foundation to charge my payments to this credit card:

\_\_\_\_\_  
Visa                      Mastercard                      AMEX                      Discover

Card # \_\_\_\_\_ Exp: \_\_\_\_\_ CVV#: \_\_\_\_\_

Gift of Stock                      Gift of Digital Currency

Gift from the following donor-advised fund: \_\_\_\_\_

My company will match my contributions. My matching gift form is enclosed or forthcoming.

## Recognition

Please print name(s) EXACTLY as you wish it to appear for recognition:

\_\_\_\_\_

My gift is in memory of: \_\_\_\_\_

My gift is in honor of: \_\_\_\_\_

I wish to remain anonymous. [Please complete information below for our records.]

## Donor Information

Name: \_\_\_\_\_ Company [if applicable]: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Thank You! Please return pledge form to:

The Seaside School Foundation, Inc.

PO Box 4825

Santa Rosa Beach, Florida 32459

or email your pledge form to Allison Gibb at [gibba@seasideschools.net](mailto:gibba@seasideschools.net)

Pledge Acceptance Date: \_\_\_\_\_

SSF Representative Signature:

\_\_\_\_\_

## **The Seaside School Foundation, Inc. | Gift and Pledge Acceptance Policies**

The Campaign for The Seaside School Foundation, Inc. ("Foundation") has unique characteristics as a fundraising effort, and it is therefore necessary to maintain a set of gift and pledge policies specific to this effort.

### **Underlying Assumptions**

- Any gift to the Campaign will substantially benefit the Foundation in a manner that is consistent with the organization's mission to support The Seaside School, Inc. ("School").
- The gift is complete, voluntary, and unconditional, with no substantial benefit transferred to the donor in return for the gift.
- The gift is free of substantial restrictions on the use of donated items by the donor.
- All gifts to the Campaign will be accompanied by a Pledge Commitment Form expressing the total gift, payment schedule, and recognition information.
- All gifts are non-refundable.
- In the event a potential donation fails to meet the criteria listed above, the Foundation Board of Directors, in its sole discretion, has the authority to reject any gift if it deems necessary or advisable.

### **Types of Gifts**

**Cash Gifts** include cash, checks, credit cards, wire transfers, on-line donations and digital currency. For gifts made by credit card, any bank or processing charges which reduce the amount actually received are treated as expenses, and do not reduce the credited gift amount. The Foundation Board of Directors has the discretion to establish a digital currency account or wallet in order to accept approved digital currency.

**Pledges** are promises to contribute a specified amount at a specified time in the future, or on a specified schedule with multiple payments. Pledges are expected to be fulfilled with contributions of cash (as defined above) or stock. Because non-profits are required by accounting standards to account for the full value of pledges at the time the pledge is made, all pledge commitments must be in writing with language that substantially states: "This pledge is a legally binding agreement between (donor) and The Seaside School Foundation, Inc." A pledge can be divided into payments for up to five years. Options for payments are monthly, quarterly, semi-annually, and annually.

**Matching Gift Pledges** are offered by many employers to match a donor's gift, either directly dollar for dollar or on a percentage basis. Matching gifts are added to a donor's own contribution to determine the level of recognition received. All donors should check with their employers about matching opportunities.

**Stocks and Marketable Securities** are also acceptable gifts. Upon receipt of a gift of donated securities, the Foundation Treasurer, on behalf of the Board of Directors, will immediately authorize the sale of the securities, with proceeds placed into the campaign account. A decision to hold any securities for more than 30 days must be authorized by the Foundation Finance and Governance Committee. To make a gift of stock, you will need the following information: The Seaside School Foundation, Inc Tax ID#: 26-1979343 Broker Contact, Account # and DTC. Gifts of closely held securities (securities that are not publicly traded) are subject to prior approval of the Foundation Board of Directors which may choose to seek an expert opinion on the value and marketability of the securities.

**In-Kind Contributions** - Contributions of goods, services or real estate - may be accepted by the Foundation Board of Directors, but will not be counted towards the campaign goal or receive campaign recognition unless they directly and measurably reduce the cost of the capital project. It is the sole responsibility of the donor to determine and verify the value of in-kind contributions for tax purposes.

### **Unacceptable Gifts**

The Foundation Board of Directors will make the final decision about acceptance of any gifts that may be deemed to fall outside of established policy guidelines. The Foundation is not required to accept any charitable gifts or contributions, particularly those which:

- Are designated with restrictions that fall significantly outside the Foundation's mission;
- May cost the Foundation money, or present a liability or potential penalty of any kind;
- Have conditions that are not in the best interest of the Foundation or School, or that fall outside ethical boundaries;
- Are not able to be liquidated into cash in a reasonable amount of time; or
- Are intended to influence the selection of any project contractor or vendor.

\*The Seaside School Foundation, Inc., complies with the registration requirements of Chapter 496, Florida Statutes, the Solicitation of Contributions Act. A copy of the official registration (CH62828) and financial information may be obtained from the division of consumer services at [www.800helpfla.com](http://www.800helpfla.com) or by calling toll-free (800-435-7352) within the State of Florida. Registration does not imply endorsement, approval or recommendation by the State.

The Seaside School Foundation, Inc. is a registered non-profit 501(c)(3) corporation (EIN# 26-1979343).

Donations are tax deductible and benefit the School.