

SMRLD Dolly Parton Imagination Library
Street Address
City, State Zip

Date

Dear SMRLD Dolly Parton Imagination Library Director,

This is to confirm that the SMRLD Dolly Parton Imagination Library has elected to participate in the Fund administered by the Granite City Area Community Foundation (GCACF). Enclosed is a copy of the GCACF letter from the Internal Revenue Service determining that the GCACF organization has 501(c)(3) status; on it is the Federal Identification Number that you may use. Please feel free to make copies of this letter as needed. It is expressly understood the FEIN can only be used for your stated project.

When instructing donors on how to make donations, please be sure that they make checks payable to GCACF Fund, with a *notation that the donation is being made for the* SMRLD Dolly Parton Imagination Library. An example is provided below. This is very important because if the check is made to you we will have to return it and request another which only delays when the SMRLD Dolly Parton Imagination Library receives donations. Additionally, if the donor does not note which the SMRLD Dolly Parton Imagination Library the donation is for, we will have no idea which project should receive the funds. Only donations of \$250.00 will receive the I.R.S. tax deductibility letter. Donations of lesser amounts are evidenced by the Donor's cancelled check.

We applaud you for making the decision to participate in the GCACF Fund and look forward to a long and prosperous relationship. We are thrilled that the Granite City Area Community Foundation can provide this valuable service to special projects and organizations in the Granite City area.

With best regards,

Daren DePew
Chairman, GCACF
P.O. Box 1289
2038 Edison Ave.
Granite City, IL 62040

Donor address City, State, Zip Code		
Pay to the Order of	GCACF FUND	Date
Plenty of dollars and zero cents	\$\$\$\$	
For <u>SMRLD Dolly Parton Imagination Library</u>		Signature