

**SAMPLE LANGUAGE  
LIFETIME GIFTS OF CASH**

Date

Main Street Community Foundation, Inc.  
10 Main Street - P. O. Box 2702  
Bristol, CT 06011-2702

Dear Sir or Madam:

With this letter, I am enclosing a check payable to the Main Street Community Foundation, Inc., in the amount of \$\_\_\_\_\_. This gift is irrevocable and is to be held by you in a separate fund to be known as the "\_\_\_\_\_ Fund". I or others may at any time add to the Fund. The income of the Fund is to be used for the following purposes:

[Provide a statement of the fund purposes here]

I understand that the Main Street Community Foundation, Inc. utilizes a standard Fund Agreement which establishes the policies for investments, distributions and administrative fees I intend that this gift be governed by the Fund Agreement and I agree to sign the Fund Agreement for this gift.

I request that you prepare and forward a Fund Agreement to me to sign.

Very truly yours,

(NAME AND ADDRESS)  
Social Security Number:

Above gift received and accepted in accordance with the terms of the Fund Agreement attached hereto:  
Main Street Community Foundation, Inc.

By \_\_\_\_\_  
Date \_\_\_\_\_, 199\_