

CAPE ROYAL DONATIONS AND MEMORIALS
DONATION INITIATION REQUEST FORM

The Donations and Memorials Committee must complete the information below.

TITLE OF PROJECT: _____

If a memorial, who is the person(s) being memorialized: _____

Expected Total Amount of Donations (Approximate Goal): \$ _____

Proposed donation project: (must meet the sponsoring committee, Cape Royal HOA, and appropriate Lee County specifications/approvals)

Description:

If a plaque is intended, please describe:

This donation will be paid by (check all that apply):

Note: Donations for projects are not IRS tax deductible for charitable purposes, as the HOA does not have 503c designation.

_____ A check/checks that will go to the Cape Royal Accountant to pay for the expected purchases.

_____ Direct payment to one or more vendors to pay for the expected purchases.

_____ An in-kind donation of materials or objects.

This project is:

_____ A single-donor project

_____ A multi-donor project

I/we understand that this donation requires no obligation for the Cape Royal HOA or any HOA committee or entity to replace or maintain the purchases made as a result of this donation.

Project Initiator(s) Signature: _____

Project Initiator(s) Name(s) (printed): _____

Phone(s) _____

E-mail Address _____

Date: _____

To be completed by the Chair of the Donation and Memorials Committee:

Date of HOA Board Approval: _____

Sponsoring Committee: _____

Other Impacted Committees: _____
