

## Spanish River Church Mission Trip Donations

**To Missions Donors:** The following information has been provided to help you make a tax-deductible donation toward a mission trip sponsored by Spanish River Church. By following the guidelines below, you will be able to fulfill the necessary IRS requirements to receive a tax deduction for your gift:

- The IRS regulations for donors state that checks made payable to individuals are not tax deductible. Therefore, please do not make checks payable to a specific team member or staff person when contributing funds for a Spanish River Missions Trip. A tax deduction may be denied if an individual's name appears on the check.
- If you do not need a tax-deductible donation statement from Spanish River in order to itemize your deductions, you may contribute funds directly to a team member.
- Do not send postdated checks.
- Receipts will be mailed at year-end. If you wish a tax deduction for your gift, please do not contribute cash; instead purchase a money order or cashier's check, made payable to Spanish River Church.
- All money is donated to Spanish River and is neither refundable nor transferable. In the event that a team member raises contributions in excess of the mission trip expenses or decides not to go and cancels, Spanish River will use the money towards missionary endeavors. All money is donated solely to Spanish River. Financial disbursement is at the discretion of Spanish River for mission work worldwide.
- For additional information, contact the Global Outreach Ministry at (561) 994-5000.

### INSTRUCTIONS FOR MAKING A TAX DEDUCTIBLE DONATION

1. Make checks payable to Spanish River Church, trip name in memo (e.g. Haiti trip)
2. The name of the team member should NOT appear anywhere on the check.
3. Complete the coupon below.

Mail check and coupon directly to Spanish River Church, 2400 Yamato Road, Boca Raton, FL 33431, Attention: Global Outreach Department.

*Spanish River Global Outreach Ministry will make every effort to honor your donation intentions. However, all contributions are donated with the understanding that Spanish River Church, Inc. has complete discretion and control over donations.*

----- Please tear the coupon below and attach to your check -----

### SPANISH RIVER CHURCH, INC. - - MISSION TRIP DONATION

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

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

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

Name of Team Member: \_\_\_\_\_

Mission Trip Location/Date: \_\_\_\_\_

Donation amount: \$ \_\_\_\_\_ Check Number: \_\_\_\_\_

I would like to support this team member through prayer.