

SAMPLE GIFT ACCEPTANCE POLICY

1. Unrestricted cash gifts will be accepted and acknowledged through the normal accounting procedures of _____ United Methodist Church.
2. Designated gifts will be accepted for approved memorials and tributes only. These opportunities are:

These opportunities are available for memorials or tributes on a basis of first response through the chairperson of the _____ Committee. The committee has absolute responsibility for accepting memorials and tributes and establishing appropriate recognition procedures.

3. Receipt of noncash gifts will be the responsibility of the _____ Committee. The Committee reserves the right to decline or return any gift determined to be unacceptable due to value, marketability, environmental concerns, or any other reason deemed problematic to the _____ United Methodist Church.
4. All noncash gifts (except for real estate) will be immediately liquidated by the _____ Committee. Gifts of stock, various kinds of securities, insurance products, automobiles, animals, jewelry, and other items of value must be unencumbered and given outright to _____ United Methodist Church. If the gift is deemed acceptable to the committee, then the gift will immediately be sold in a manner deemed most appropriate by the Committee.

5. All gifts of real estate must be given with an appropriate title search, environmental evaluation, survey, and appraisal. All costs of transferring will be born by the donor. Gifts of real estate must also be unencumbered by liens, litigation, or any other potential liability for _____ United Methodist Church. Before title is accepted by _____ United Methodist Church, the _____ Committee reserves the right not to accept the gift.

6. All noncash gifts will be acknowledged in a dated letter from the Chairperson of the _____ Committee that will include a description of the gift. There will be no appraisal, acknowledgement of appraisal, or determination of value offered in the acknowledgment process. The donor has sole responsibility to the Internal Revenue Service for identifying the value of any noncash gift.

7. Any questions regarding this policy should be referred to the Chairperson of the _____ Committee.