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## **Pinewood Property Owners' Association Gift Acceptance Policy**

The Pinewood Property Owners' Association (PPOA) solicits and accepts voluntary funds from the Munds Park Community that are consistent with its mission and that support its core programs, as well as special projects.

*Restrictions on Gifts*— PPOA will not accept gifts that (a) would result in PPOA violating its Articles of Incorporation and By-Laws, (b) would result in PPOA losing its status as an IRC § 501(c)(3) not-for-profit organization, (c) are too difficult or too expensive to administer in relation to their value, (d) would result in any unacceptable consequences for PPOA, or (e) are for purposes outside PPOA's mission. Decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the PPOA's Board of Directors.

*Gifts Generally Accepted Without Review*—

- *Cash.* Cash gifts are acceptable in any form, including by check, money order, credit card, or on-line. Donors wishing to make a gift by credit card must provide the card type (e.g., Visa, MasterCard), card number, expiration date, and name of the card holder as it appears on the credit card.
- *Marketable Securities.* Marketable securities may be transferred electronically to an account maintained at one or more brokerage firms or delivered physically with the transferor's endorsement or signed stock power (with appropriate signature guarantees) attached. All marketable securities will be sold promptly upon receipt unless otherwise directed by PPOA's Board of Directors. In some cases marketable securities may be restricted, for example, by applicable securities laws or the terms of the proposed gift; in such instances the decision whether to accept the restricted securities shall be made by the Board of Directors.
- *Gifts of Real Property or Personal Property.* Gifts of Real Property or Personal Property may only be accepted upon approval of the Board of Directors.