

**Pilgrims of Faith  
Marian Center  
(PFMC)**

A Religious Association, Inc.  
Non-Profit and IRS Code  
501(c.)(3) Tax Exempt

<http://www.geocities.com/pilgrimsfaith>



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## Donations to **PFMC** on Behalf of Individuals for Specific Events

The **PFMC** was given Internal Revenue Service (IRS) Code Section 501(c.)(3) tax exempt status for donations to pay for three specific activities: PILGRIMAGES, RELIGIOUS ARTICLES / BOOKS / PAMPHLETS, and RETREAT / CONFERENCES / SPEAKER VISITS.

As with any tax-deductible donation, the value received by the donor must be weighed against the total donation to determine what is deductible. In the case of RELIGIOUS ARTICLES / BOOKS / PAMPHLETS a value is posted to assist in this process. Costs for PILGRIMAGES and RETREAT / CONFERENCES / SPEAKER VISITS are also advertised so that individuals gaining benefit from these activities will see the costs involved. If an individual or even a family wants to participate in an event but is unable to handle the costs themselves, they may pursue donations on their behalf from those who can afford to make donations and wish to take a deduction from their income tax. Anyone who wishes to collect donations should contact the **PFMC** prior to starting their collection so that an accounting of donations may be established on their behalf. All donations made to the **PFMC** are to be used for the purpose indicated and may be refunded only to the donor.

Here is the process for those wanting to participate in a **PFMC** event using the donations of others to cover the costs.

Call the **PFMC** and establish an account for donations for a specific event. Obtain information sheets with reservation forms for the event and complete one registration form for each person to be participating in the event. Calculate the total package cost and set your goal for donations.

Remember: 25 \$100 donations, 50 \$50 donations, 100 \$25 donations, 250 \$10 donations, 500 \$5 donations, 2500 \$1 donations or any combination in between can finance a \$2500 pilgrimage.

Use a copy of this form to collect donations until you receive a letter from the **PFMC** specific to the event for which you are collecting donations. Purchase a small carbon or self-copy two or three-part receipt book so you can write receipts if requested and keep a record of each person who donated to the **PFMC** on your behalf. When sufficient donations have been collected to cover the non-refundable deposit, submit those donations and the registration form to the **PFMC**. Continue collecting donations and forwarding or bringing them to the **PFMC** on a regular basis, usually weekly. When the full payment for a specific event is collected and submitted, contact the **PFMC** for instructions with regard to extra donation collections and how to handle them. When individuals have collected donations in the past, their efforts have often been rewarded with excess donations. Keith and / or Kathleen Werner can explain what can and cannot be done with these excess donations.

### **To the Donor:**

Please make checks or money orders payable to Pilgrims of Faith Marian Center or simply **PFMC**.

Your cancelled check will be your receipt unless you specifically ask for receipt from the person you are sponsoring.

Since you are not the beneficiary of the event for which you have made a donation, that donation is fully income tax deductible.