



## Year-End Giving

**To ensure your gift is counted for the current year, please see below instructions. Thank you for your support!**

### Donating by check

US Postal Service

- Date your check on or before Dec. 31<sup>st</sup>.
- Mail via U.S. Postal Service with postmark on or before Dec. 31<sup>st</sup>.
- Gift checks mailed via U.S. Postal Service with postmark and check date on or before Dec. 31<sup>st</sup> will be counted for the current year, regardless of when they are received at the Foundation.
- Optional: You might also wish to print and complete the "Printable/Faxable Donation Form" located online, with gift designation options, at [www.ccmsonline.org/foundation/#donate](http://www.ccmsonline.org/foundation/#donate)

Other delivery options: Gift checks delivered by any method other than being mailed via U.S. Postal Service are **effective as of date received at the charity**. CCMS offices are closed Dec. 24-Jan. 1, but any deliveries or shipments received by 11am on Dec. 31 will be retrieved that afternoon. Deliveries in a clearly-marked envelope/package can be dropped off at the Neighborhood Health Clinic front desk, located in the same building as the CCMS office (the clinic is closed Dec. 24-26 and afternoon of Dec. 31). CCMS staff will be checking emails, phone messages, and faxes during the office closure should you have any questions or concerns.

Make your check payable to:

Foundation of Collier County Medical Society  
88 12<sup>th</sup> St N, Unit 200, Naples, FL 34102

### Donating by credit card

The way you send your gift determines the deadline, since your credit card gift is effective for tax purposes on **the date the card is charged** (processed by charitable organization). Use one of the following methods:

1. Credit card gifts online:
  - Deadline is **11:59 pm EST on December 31<sup>st</sup>**.
  - Make your gift using our secure online giving method at [www.ccmsonline.org/foundation/#donate](http://www.ccmsonline.org/foundation/#donate).
  - Optional: Click the "special instructions" link and state if you would like to designate your gift to student scholarships, charitable healthcare programs, CCMS Physician Wellness Program, Foundation of CCMS endowment fund, operational expenses, or unrestricted ("Printable/Faxable Donation Form" not necessary to complete and send).
2. Credit card gifts via U.S. Postal Service and FedEx/UPS shipping:
  - Send the "Printable/Faxable Donation Form" at [www.ccmsonline.org/foundation/#donate](http://www.ccmsonline.org/foundation/#donate) with credit card information to the Foundation address above.
  - Important: Your credit card gift must be received at the Foundation by **1pm EST on December 31<sup>st</sup>** to be charged.
3. Credit card gifts by fax:
  - Fax the completed "Printable/Faxable Donation Form" at [www.ccmsonline.org/foundation/#donate](http://www.ccmsonline.org/foundation/#donate) with credit card information to 239-435-7790.
  - Deadline is **1pm EST on December 31<sup>st</sup>**.

### Estate gifts

Looking to make gifts from your estate to the Foundation of CCMS endowment fund? Below is Sample Language your estate planner should use in their documents.

**Designated:** I hereby give, devise and bequeath to the Foundation of Collier County Medical Society, a nonprofit organization located at 88 12<sup>th</sup> St N, Unit 200, Naples FL, 34102, Federal Tax ID #46-1391700, *(insert the percentage of your estate, trust or a sum of money)* OR *(all my right, title and interest in the following described property \_\_\_\_\_)*. This gift shall be used to support the Foundation of Collier County Medical Society Fund a fund held at the Community Foundation of Collier County.

Questions about your gift? Email us at [april@ccmsonline.org](mailto:april@ccmsonline.org) or call 239-435-7727.