

1.0 OVERVIEW

- 1.1. Giving Cards can be used to support any domestic charitable organization. The purchaser may be eligible for a tax deduction. When redeemed, Parasol will send a check to the domestic charity chosen by the recipient (holder) of the card.

2.0 POLICY

- 2.1. Cards are available in denominations of \$25, \$50, \$100, \$500 and \$1,000. Customized cards can be ordered if arranged with the Office Manager. Giving Cards can be purchased at Parasol's office during normal business hours of 9 a.m. – 5 p.m., Monday – Friday. Giving Cards purchased over the phone and are shipped via USPS within 5 business days.
- 2.2. There is a \$5 processing fee for each card purchased. The \$5 processing fee includes shipping charges. No fee is charged for cards given by Parasol to thank speakers, professional advisors, etc.
- 2.3. The total amount paid (card value and fee) may be tax deductible in the year the card is purchased. A charitable deduction for federal income tax purposes may be claimed only by the person who makes the original donation for the Giving Card, not the person who redeems the Giving Card. The purchaser will receive an order confirmation email, including tax receipt, shortly after an online purchase. A tax receipt letter will be mailed within five business days of phone or in-person purchases.
- 2.4. Cards expire one year after they are issued. The expiration date is indicated on the Giving Card. Dollars not redeemed by Giving Card recipients are directed to the Parasol Tahoe Community Foundation's Community Fund to improve our region's quality of life.
- 2.5. Cards can be redeemed by going to Parasol's website (www.parasol.org) and clicking the Redeem Giving Cards button.