

LAKE TRAVIS COMMUNITY LIBRARY DISTRICT

LAKE TRAVIS COMMUNITY LIBRARY
INVEST IN LIFELONG LEARNING

2300 LOHMAN'S SPUR, SUITE 100; AUSTIN, TEXAS 78734
TELEPHONE: 512-263-2885; FAX: 512-535-3044; WEB: www.laketralibrary.org/

LETTER OF INTENT

In support of the objectives of the Lake Travis Community Library District's *INVEST IN LIFELONG LEARNING* capital campaign, I hereby contribute the sum of \$ _____ to be used for the construction and furnishing of the new library building.

_____ Enclosed is my one time contribution.

_____ I plan to satisfy this obligation over a period of ___ years (up to 3).

My annual payment of \$ _____ will begin _____ 20____,
and will be made by the same date each year until completion.

_____ I plan to satisfy this obligation over a period of ___ months (up to 36). My monthly payment of \$ _____ will begin _____ 20____,
and will be made by the same date each month until completion.

Donor Signature: _____ **Date:** _____

Donor Name: _____

Please print clearly and provide name as it should appear on printed or electronic recognition or other materials. Your contribution might inspire others to do likewise. If, however, you do not want your name to appear on recognition or other materials, please initial here _____.

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ E-Mail: _____

Acknowledgement of this gift should be attributed to: _____

_____ In Honor of **OR** In Memory of: _____

Naming Opportunity: _____

Notice of receipt of this gift should also be sent to:

Name: _____ Address: _____

City: _____ State: _____ Zip: _____

The amount of your gift will remain confidential if you do not authorize its inclusion in notices and fundraising materials by initialing here _____.

Gifts to the campaign should be made payable to Lake Travis Community Library District and mailed to the Library. The property or funds donated to the Lake Travis Community Library District will be used in accordance with the provisions of 26 USC 170© (1). Adequate books and records will be maintained and made available to the IRS upon request. Please confirm the deductibility of this donation with your accountant or tax consultant. On behalf of the Board of Trustees and the Capital Campaign Committee, we thank you for your generous gift to the future of the Lake Travis Community Library.

BOARD OF TRUSTEES: CAROL BLACK, P.K. CHATTERJEE, BOB JOHNTZ, NANCY PENCSAK, SHARON ROGERS