



**MCMAHON PARATER SCHOLARSHIP FOUNDATION**

*Education Improvement Scholarships Tax Credits*



McMahon Parater  
Foundation

**LETTER OF INTENT**

**In support of Catholic education in the Diocese of Richmond, in accordance with the requirements of the Virginia Department of Education, I/we commit:**

**Total Amount of Gift to be made and submitted for Tax Credits:**     \$ \_\_\_\_\_

**OPTIONAL: To the extent permitted under the Education Improvements Scholarship Tax Credits Program, I would like this gift to be used for scholarships at the following schools:**

\_\_\_\_\_  
*I understand that the Education Improvement Scholarship Tax Credits Program requires that my donation be used to provide scholarships to eligible students for qualified educational expenses incurred in attending eligible nonpublic schools. In the event that the schools named above do not have sufficient qualified applicants for these scholarships, the McMahon Parater Scholarship Foundation will distribute these funds, within the provisions of the statute, to qualified students at other eligible Catholic schools within the Diocese of Richmond.*

**This is how I/we would like my/our name(s) listed in donor recognition:**

\_\_\_\_\_  
**(Please Print)**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_  
Address \_\_\_\_\_ City, State, Zip

\_\_\_\_\_  
Telephone \_\_\_\_\_ E-Mail

**Please return this Letter with the Tax Credit Preauthorization Form to the McMahon Parater Scholarship Foundation.**

The Preauthorization Form will be submitted securely by the Foundation to the Virginia Department of Education (DOE), which approves tax credits on a first-come, first-served basis. The DOE will respond directly to the Donor with a Preauthorization Approval Notice indicating that the requested tax credits have been reserved. The DOE's Approval Notice must accompany the donation to the Foundation. Tax credit preauthorizations become void after 180 days if no gift is made. Please make checks payable to: McMahon Parater Scholarship Foundation. For securities transfers, please contact the Foundation.

Within 40 days of receiving the gift and Approval Notice, the Foundation will submit documentation of receipt to the DOE, and will send the Donor an acknowledgement of the gift. Upon receipt of the documentation, the DOE will mail the tax credit certificate to the Donor. The Donor must include the certificate with the applicable tax return.

*McMahon Parater Scholarship Foundation is a not-for-profit charity under IRS code 501(c)3. Gifts are tax deductible to the fullest extent provided by law. Please consult a tax professional.*

**McMahon Parater Scholarship Foundation •**  
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www.mcmahonparater.org