

# IT BHU Global Alumni Association Inc

120 Briarwood Drive, North Brunswick, New Jersey-8902 (USA)

Phone: (732) 910-4802

www.ITBHUGlobal.org

## Donation Form

### a) Donor information

Last Name (print): \_\_\_\_\_ First Name: \_\_\_\_\_

Street Address \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone Numbers: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Cell: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Graduation Yr: \_\_\_\_\_ Degree: \_\_\_\_\_ Dept.: \_\_\_\_\_

### b) Donation Details

*(Please see instructions on Page 2)*

#### **Donation by Check/ Bank Wire transfer/Bank Money Transfer/PayPal/Google Checkout**

(Circle one. Use PayPal or Google Checkout for donating by credit card)

#### **Payment**

##### **\*By Check**

Check # \_\_\_\_\_ Date: \_\_\_\_\_ Bank: \_\_\_\_\_

Amount: \$ \_\_\_\_\_; Rs. \_\_\_\_\_. Other currency (specify): \_\_\_\_\_

##### **\*By Bank Money Transfer/Wire Transfer**

Amount: \$ \_\_\_\_\_; Rs. \_\_\_\_\_. Other currency (specify): \_\_\_\_\_

Wired on (date) \_\_\_\_\_; From (bank) \_\_\_\_\_

### c) Use of donation

For: Student/ Alumni/ Faculty/ Institute/IBGAA organization (circle one)

#### **Check one:**

I have not decided about use of my donation. Please hold for further instructions.

I allow IBGAA to use the fund at its discretion, to support any project, including covering of organizational expenses.

I wish to have my donation used for following projects:

**Project Name/Description:** \_\_\_\_\_

**Project Code (if available/optional):** \_\_\_\_\_

## **d) Instructions for Donation:**

### **1) Information**

For information about donating online visit the “Get involved/donate” section of the IT-BHU Global Alumni Association’s web site at <http://www.itbhuglobal.org/donate/>

### **2) Mailing of donation form**

**Please fill out the top portion (page 1 only).**

Please Send completed donation form to:

ITBHU Global Alumni Association, Inc

120 Briarwood Drive, North Brunswick, New Jersey - 08902 (USA)

Phone: 1(404)-717-9650 Vibhore Kumar E-mail: [treasurer@itbhuglobal.org](mailto:treasurer@itbhuglobal.org)

Treasurer: Vibhore Kumar (CSE 2002)

Deputy Treasurer: Shalabh Goyal (Electrical 2002)

### **3) Who should mail out the donation form?**

The form should be mailed out for sending donations by Check, Bank Money Order or Bank Wire Transfer. The form is preferred (but not essential) for making donation by credit card/debit card using PayPal or Google Checkout, as the information is already captured in the process.

Donors from any country can send donate to IBGAA. However, for donors in India, it is advisable to donate to our IBGAA (India), which will also entail them for Income-tax benefits for the donations made under section 80G.

### **4) Our current set up for receiving donations:**

Checking account                      Wachovia

Internet Payment Account        PayPal (Can use Visa, Master, Amex, Discover or Bank Account)

Internet Payment Account        Google Checkout (Can use Visa, Master, Amex, Discover or Bank Account)

### **5) How can we accept donations? (Money only, as of now)**

- Checks (Donor to include the donation form with check. Make the check payable to: “ITBHU Global Alumni Association, Inc”)
- Bank Money Order (include donation form).
- Bank Wire Transfer (include donation form. Donor to contact treasurer for Bank Account number)
- Credit Card (through internet only)
- Check Card (through internet only)
- Cash (not preferred but can be used for payment of events. You can send money by prior information to the treasurers. Send by Western Union or MoneyGram, with cash delivered at the registered office address as mentioned above.)

#### **Preferred Payment methods for people in US**

All of the above. Donation form advised in case of checks, money order and wire transfer.

#### **Preferred Payment methods for people abroad (outside US)**

- Wire Transfer. Donation form advised in case of Wire Transfer.
- Credit Card (through internet only)
- Check Card (through internet only)

### **6) Project selection**

The donors can select project(s) of their choice and indicate in the space provided above. The list of projects is continuously added. For more details, please refer to “FAQ for Projects” on our website: [www.itbhuglobal.org/IBGAA/documents](http://www.itbhuglobal.org/IBGAA/documents)

Donor has 3 options to specify the end use of donation, and use the check box to specify. A donor can send the donation now and decide about project later. A donor can allow our association to decide about the best use of donation to fund the ongoing project. It may also include using part of the donation for funding organization and maintenance expenses as needed. Finally, a donor is free to specify the project (s) for which donation is being made.

**7) Tax-exempt status**

ITBHUGAA is a charitable organization status under Section 501(c)(3) of the Internal Revenue Code and is registered as a non-profit organization in the State of New Jersey. U. S. Federal Tax I. D. # 26-2341322. This tax-exemption is only valid for donation sent from USA.

After receiving donation, a receipt/tax-deduction document shall be mailed out to the donors. US donors can use this receipt and consult their CPA/tax-attorney for getting tax-exemption (under 501(c) 3 status of our organization) for the tear donation was made.

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