



### Profile Acknowledgement

The \_\_\_\_\_ nonprofit agency wishes to be included in the GivingMatters.com nonprofit inventory. We grant GivingMatters.com the right to include the information and certain documents provided to them by our agency on this public website.

Documents available for public view are:

- IRS Letter of Determination
- IRS filed, agency signed IRS Form 990s
- Agency Audits (when applicable)
- Agency Budgets
- Agency Tennessee State Charitable Solicitations Permits

GivingMatters.com will not make public any document not included on the list above (including by-laws or internal policies and procedures), unless requested to be made public by your organization.

I understand that my agency's GivingMatters.com profile has online donation functionality. Gifts requested by donors through our agency's GivingMatters.com profile are reflected in the monthly Donation Reports available on our Nonprofit Homepage. Checks, once approved, are mailed to agencies on a monthly basis. Some fees are assessed from each gift by payment processors and vendors. Donors are made aware of the following costs at the time of donation:

- 2.89% each gift is assessed for credit card processing fees charged by Sage Payment Solutions.
- \$3.25 covers fees to online donation software provider Kimbia, and the cost of processing each check.

I, \_\_\_\_\_, understand The Community Foundation of Middle Tennessee has responsibility for distribution of these funds and, if, during their due diligence process, The Community Foundation discovers any issues (such as: expiration of one or more of the items listed above and/or if my agency has simply declined to update our profile), the online donation capability will be turned off. Any gifts requested to go to my agency can, at the sole discretion of The Community Foundation, be returned to the donor.

Printed Name of Executive Director or Board Chair: \_\_\_\_\_

Signature of Executive Director or Board Chair: \_\_\_\_\_

Date: \_\_\_\_\_