

# CAMPAIGN FOR THE NEW ENFIELD PUBLIC LIBRARY



## Gift Policies and Instructions

- Gifts and payments may be delivered in person or mailed to:  
Enfield Public Library  
23 Main Street, P.O. Box 1030  
Enfield, NH 03748
- Checks should be payable to Enfield Public Library.
- To transfer securities, please contact:  
Phil Cronenwett  
Chair, Enfield Public Library Board of Trustees  
philcronenwett@gmail.com
- Contributions are tax deductible to the extent allowed by the IRS.
- All donors will be listed in a final campaign report.
- Donors of \$5,000 or more must sign a gift agreement that specifies the gift amount, payment schedule, and recognition instructions.
- Donors of \$5,000 or more will be recognized on a plaque that will be permanently installed in the completed building.
- Donors of amounts at or above gift levels for naming spaces approved by the Enfield Public Library Trustees may choose to be recognized on additional signage that will be permanently installed in, near, or on the desired named space.
- Donors who would like to be anonymous should give through a third party.
- All commitments must be paid in full by March 1, 2016, unless other arrangements are made with the trustees.