



Diplomatic Reception Rooms Charitable Giving Form

Please accept this unconditional gift of \$ _____

Name(s): _____

Address: _____

Phone: _____

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Corporate Gift *or* Individual Gift

In the form of:

Check (payable to the U.S. Department of State)

or

Credit Card (please circle card type)

Visa Mastercard American Express Discover

Card Number: _____

Expiration Date: _____

Name on Card: _____

Signature: _____

The Diplomatic Reception Rooms
U.S. Department of State
M/FA Room 8213, 2201 C Street, N.W.
Washington, D.C. 20520

Phone: 202.647.1990 Fax: 202.647.3428

In deciding whether the Department of State may accept this gift, the State Department should consider the following matters we, or the corporations with which we are affiliated, have pending before the Department (please list corporations and major subsidiaries as well as matters pending):

Except as set forth above, neither I, my spouse, nor my corporation, have any matters pending or likely to arise in the future that might involve the Department of State.

Signature

Date

Those who contribute \$1,000 or more a year and donors of gifts in kind are entitled to receive an invitation to the annual reception hosted by the Secretary of State. Under the IRS Code, we are required to inform you that the deductibility of your contribution must be reduced by the value of the reception (\$80) if you elect to receive an invitation. Please check below:

- I wish to receive an invitation to the annual reception. Contributions of \$1,000 or more will be reduced by \$80.

- I do not wish to receive an invitation to the annual reception for donors. Contributions are fully deductible.