



Mail to: 9233 Ward Parkway, Suite 201  
Kansas City, MO 64114  
Tax ID # 31-1745518

The International Association of Administrative Professionals Foundation partners with IAAP to equip administrative professionals with the awareness, knowledge, and community needed to thrive in the emerging technology age, lead organizational change, and shape the future of work. Every donor can help shape the future of the administrative profession through a contribution to IAAP Foundation. This form is intended for individuals who wish to include the Foundation in their estate plans and serves as documentation of that intent.

**DONOR INFORMATION**

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Personal Email: \_\_\_\_\_ Personal Phone: (\_\_\_\_) \_\_\_\_\_

**INSTRUMENT OR PROVISION:** I/we have made the following deferred gift provisions for the IAAP Foundation.  
*(Please provide copies of the relevant pages from your will, trust or beneficiary statement naming IAAP Foundation)*

- Bequest in my will/living trust
- Beneficiary of my retirement account
- Charitable Gift Annuity
- Charitable Remainder Trust
- Other Provisions: \_\_\_\_\_
- Insurance policy naming the Foundation as  
(check all that apply)
  - A beneficiary
  - The policy owner

**PURPOSE OF GIFT:** Please indicate how you would like your gift to be used with the following selections below:

- \_\_\_\_\_% **IAAP Foundation Strategic Priorities/Unrestricted Fund:** Support the Foundation’s highest priorities
- Restricted for the following purpose(s):
 

_____ % Wilkinson Award for Leaders	_____ % Mālama ‘ohana Scholarship Fund
_____ % IAAP Summit Scholarships	_____ % Diversity, Equity, Inclusion, and Belonging Initiatives
_____ % IAAP CAPstone Scholarships	_____ % Other: _____

*(please contact the Foundation office if you seek to create a new fund or initiative)*

**VALUE:** The estimated value in today’s dollars of this gift is: \$ \_\_\_\_\_

IAAP Foundation recognizes donors online and through various mailings in an effort to promote new donation possibilities. May the Foundation publish your name when listing donors?

- Yes. For gift recognition purposes, please list my/our name as: \_\_\_\_\_
- No. I/we wish to remain anonymous; please do not include my/our name in any listing of donors.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Donor(s)*

Acknowledged: \_\_\_\_\_ Date: \_\_\_\_\_  
*IAAP Foundation*