

GET STARTED NOW...HERE'S HOW

1 DOWNLOAD THE FORM

Download the Preauthorization Form at www.potomacef.com and click on **APPLY NOW!**

2 SEND IT IN

Complete the form and email to info@potomacef.com or send it via U.S. Mail to:

The Potomac Conference Education Foundation
606 Greenville Avenue
Staunton, VA 24401

Have questions or need help? We have volunteers standing by to speak with you on the phone or in person! Call **540-886-0771**

3 RECEIVE YOUR NOTICE

If your Preauthorization Form is approved by the Department of Education, the Department will complete Part IV of the form and send it back to you along with a Preauthorization Notice via U.S. Mail within 30 days. You will need a copy of this form to make your donation.

4 COMPLETE THE NOTICE AND DONATE

Fill out the Preauthorization Notice and send it, along with your check (payable to the Potomac Conference Education Foundation), to:

The Potomac Conference Education Foundation
606 Greenville Avenue
Staunton, VA 24401

within 180 days from the date of the Preauthorization Notice.

5 YOUR RECEIPT AND CERTIFICATE

Once your donation has been received, you will get a donation receipt from the Potomac Conference Education Foundation and a tax credit certificate from the Virginia Department of Education. Keep these documents for when it's time to file your taxes.

6 FILE YOUR TAXES AND SAVE!

Fill out your taxes using your certificate and receipt to reduce your taxes.

RECEIVE A SIGNIFICANT TAX BENEFIT BY HELPING CHILDREN LOOK FORWARD TO SUCCESSFUL LIVES.

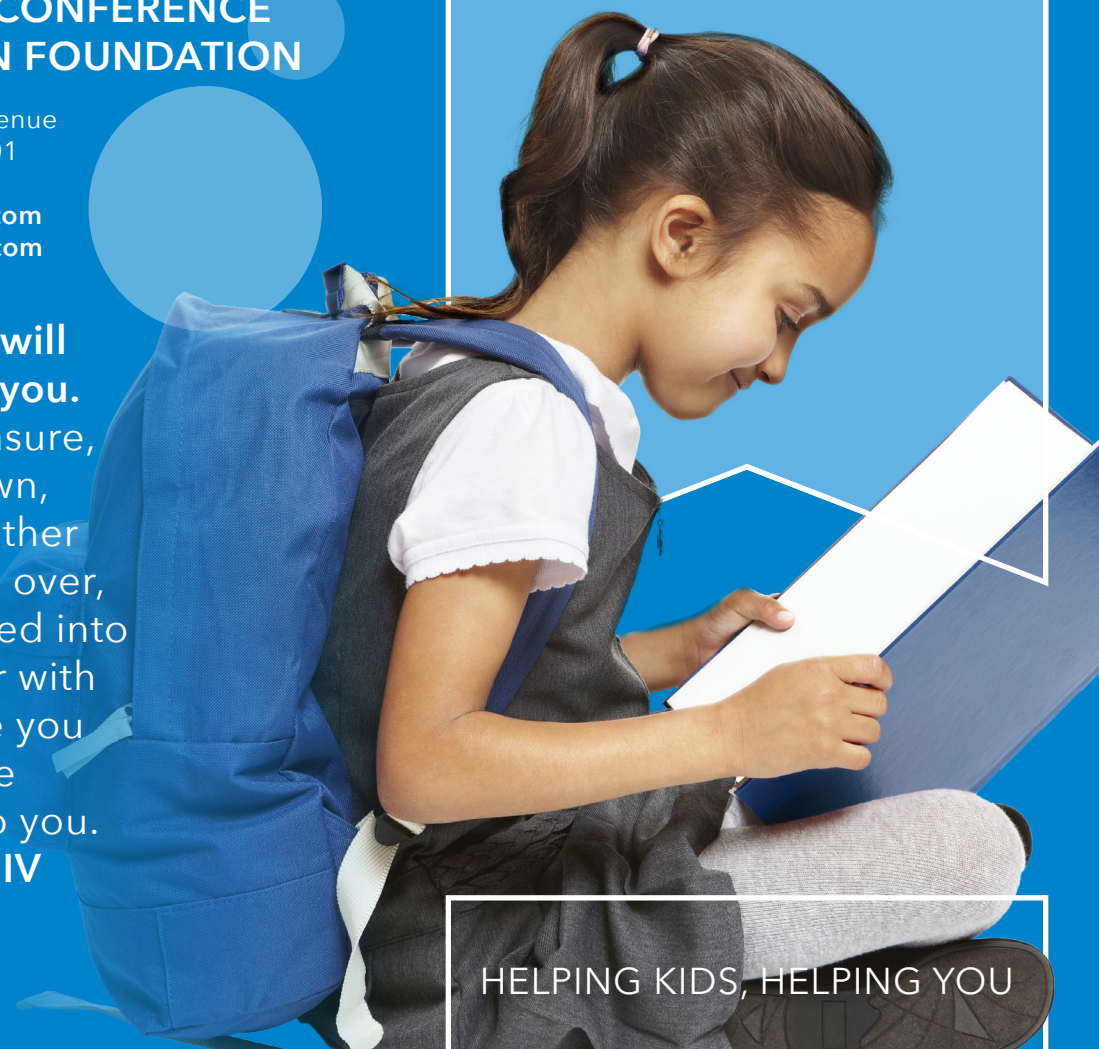
DONATE TODAY!

POTOMAC CONFERENCE EDUCATION FOUNDATION

606 Greenville Avenue
Staunton, VA 24401
540-886-0771
info@potomacef.com
www.potomacef.com

**Give, and it will
be given to you.**
A good measure,
pressed down,
shaken together
and running over,
will be poured into
your lap. For with
the measure you
use, it will be
measured to you.
Luke 6:38 NIV

POTOMAC CONFERENCE
**EDUCATION
FOUNDATION**
VIRGINIA TAX CREDITS SCHOLARSHIPS PROGRAM



HELPING KIDS, HELPING YOU

THE SMART WAY TO GIVE:

EARN A VIRGINIA TAX CREDIT FOR YOUR DONATION.

If you're looking for a way to put your money to work for kids while giving you an exceptional tax incentive, you've found it—through the Virginia Tax Credits Scholarships Program.

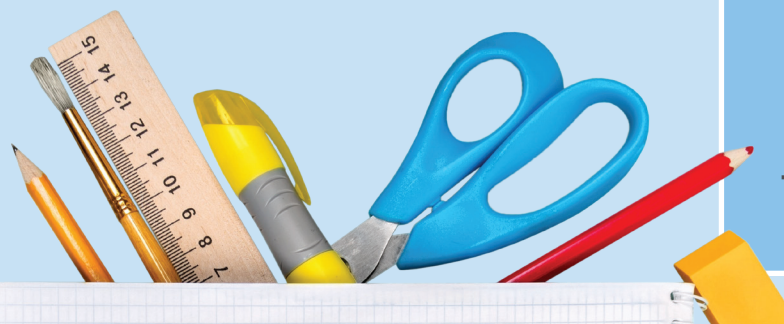


WHAT IS IT?

The **Virginia Tax Credits Scholarships Program** provides Virginia tax credits to individuals or businesses making donations to approved scholarship foundations that provide funding to eligible students to attend private schools. The **Potomac Conference Education Foundation** is a scholarship foundation approved to use funds donated through the Virginia Tax Credits Scholarships Program to provide scholarships for financially eligible students who want to attend Adventist schools.

HOW DOES IT WORK?

Your actual cost to participate in the Program—after receiving tax benefits—is minimal. Donations are generally deductible against taxable income as a charitable donation on both federal and state income taxes, and you also receive a tax credit against your Virginia taxes equal to **65% of the amount of your donation.**



YOUR MONEY AT WORK FOR KIDS AND YOU!

Let's say you're in the 25% federal and 5% state tax bracket and you **donate \$1,000** to the Foundation...

Your savings from normal **federal and state deductions is \$300**

You also receive an additional Virginia **tax credit for \$650**

RESULT:
Your cost is only \$50 for a \$1,000 donation!