

Master Donation Form

A. Donor Information (*Required fields)			
Title*	Dr. / Mr. / Mrs. / Ms. / Miss		
Donor Name*	_____ (Last Name*) (First Name*)		
Company Name	_____		
Position	_____		
Mailing Address (<input type="checkbox"/> Home/ <input type="checkbox"/> Business)*	_____		
Email Address*	_____	Contact no:*	_____
Your Affiliation to The ISF Academy / ISF Pre School*	<input type="checkbox"/> Parent Student Name: _____ (Grade: _____) Student ID.: _____ <input type="checkbox"/> Friend Student Name: _____ (Grade: _____) Student ID.: _____ <input type="checkbox"/> Teacher / Staff Family ID.: _____ <input type="checkbox"/> Others: _____		
B. Donation Information			
Please tick ONE: An official donation receipt will be issued respectively **Receipt will show name as printed on cheque			
1. General Fund	<input type="checkbox"/>	HK\$ _____	
2. Designated Programs/ Projects	<input type="checkbox"/>	HK\$ _____ For: _____ Pledge ID (if any): _____	
3. Education Fund	<input type="checkbox"/>	HK\$ _____ <input type="checkbox"/> Pre-School <input type="checkbox"/> Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Other: _____	
4. ISF Education Endowment Fund	<input type="checkbox"/>	HK\$ _____	
5. Pledged Donation	<input type="checkbox"/>	<input type="checkbox"/> Yearly Contributions in ___ installments: (maximum over 3 years) Total Amount: HK\$ _____ Pledge ID (if any): _____ <input type="checkbox"/> HK\$250,000 <input type="checkbox"/> HK\$ _____ (Other Amount) First installment: _____ (Year) _____ (Month) (A pledger reminder for the remaining _____ installments will be sent every year at the same time of the first installment.)	
6. Naming Rights	<input type="checkbox"/>	HK\$ _____	Venue: _____
The ISF Academy Privacy Statement			
<p>Information provided by you on this form will be used by The ISF Academy for the purpose of correctly recording your gift. Personal information contained in the ISF Development Office records are used only for The ISF Academy-related business. All data will be treated in strict confidence.</p> <p>The Independent Schools Foundation Limited was established in June 2005 to provide financial and advisory support to The Independent Schools Foundation Academy (The ISF Academy). It is a non-profit educational establishment and has obtained Section 88 Inland Revenue Ordinance Exemption. Donation of HK\$100 and above are eligible for tax-deductible in Hong Kong. The school highly appreciates and welcomes all efforts to help the schools' development, including designated gifts. However, we do reserve the right to direct funds to the schools most pressing needs, so that the gifts may benefits students to the largest degree. Please complete and sign the form with a crossed cheque payable to "The Independent Schools Foundation Ltd", and send to: ISF Development Office, The ISF Academy, 1 Kong Sin Wan Road, Pokfulam, Hong Kong. If you have any queries, please contact us on 2202-2040 or email to atsui@isf.edu.hk. Thank you for your support!</p>			
C. Donor Recognition			
The name to appear in our publicity materials:			
<input type="checkbox"/> Same as Donor Name <input type="checkbox"/> I wish to remain "Anonymous" in donor listings <input type="checkbox"/> Others (e.g. Mr. & Mrs. Peter Chan): English: _____ Chinese: : _____			
Signature		Date	



Donor Recognition

The ISF Academy would like to gratefully acknowledge all donors for their support and generosity.

- For donations over HK\$10,000, the names will be acknowledged in our Annual Fundraising Reports.
- Donors that give a cumulative amount of HK\$250,000 or more, their names will be acknowledged on our **Donor Honor Roll** which will be displayed permanently at our school campus.

**Donations of HK\$250,000 and above can be pledged and paid in equal annual installments over a period of three years.*

Donor Honor Roll

(Donor Recognition Categories)

Patron	HK\$10,000,000 or above
Benefactor	HK\$5,000,000 - \$9,999,999
Partner	HK\$1,000,000 - \$4,999,999
Sponsor	HK\$250,000 - \$999,999
Friend	Up to HK\$249,999