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### Notes on Methods of Making Contributions

Fort Hays Kansas State College

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Fort Hays Kansas State College

October 3, 1945

Re: Memorial Union Building  
Methods of Making Contributions

Member of Faculty Association:

The blanks and information sheets accompanying this letter contain suggestions as to the different methods that may be used in making contributions to the memorial union building fund. The finance committee recommends that the faculty contributions be approximately two per cent of the total salary for a period of three years. These contributions are to be voluntary and when employment terminates the balance of the pledge terminates. The amount of two per cent is purely a suggestion and is offered as a rough guide in measuring the individual faculty contributions required in order to meet our goal of \$50,000. Past contributions to this project can also alter the future payments or pledges.

We no longer need to wait for the end of the war. Actual building could probably start as soon as next fall if the twenty per cent down payment were available. It is evident, therefore, that the more rapidly the donations come in the sooner the constructions can begin.

Whether or not you are considering a lump sum or more gradual method of contributing, it will be helpful to remember that this contribution can be deducted from your personal income in calculating it for tax purposes. This means, for example, that a donation of one hundred dollars would reduce your personal income by eighty dollars instead of one hundred dollars, because approximately twenty per cent in taxes would have been due on the 100 dollars if it had not been donated.

If there are any questions unanswered in the blanks or information sheets, please feel free to call on Mrs. Landrum or me.

Very sincerely,

V. T. Clover, Chairman  
Finance Committee

P. S. How and where to make contributions:

Payment may be made in the form of CHECKS, BONDS, CASH, or PLEDGES. Checks are made in favor of "Fort Hays Kansas State College, Memorial Union Building Fund". Bonds must be either Series F or Series G Bonds, and must be purchased in the name of an issuer to "Fort Hays Kansas State College Building Corporation, Inc., Hays, Kansas." This name should be filled in exactly as written here, including the punctuation. The name of the donor must not be on the bond, although a note should accompany the bond including the name and address of the donor.

It is preferred that all contributions be addressed to Nite M. Landrum, Executive Secretary, Alumni Association, Fort Hays Kansas State College, in order that each contribution may be acknowledged appropriately.

Fort Hays Kansas State College

October 3, 1945

Re: Memorial Union Building  
Methods of Making Contributions

Member of Faculty Association:

The blanks and information sheets accompanying this letter contain suggestions as to the different methods that may be used in making contributions to the memorial union building fund. The finance committee recommends that the faculty contributions be approximately two per cent of the total salary for a period of three years. These contributions are to be voluntary and when employment terminates the balance of the pledge terminates. The amount of two per cent is purely a suggestion and is offered as a rough guide in measuring the individual faculty contributions required in order to meet our goal of \$50,000. Past contributions to this project can also alter the future payments or pledges.

We no longer need to wait for the end of the war. Actual building could probably start as soon as next fall if the twenty per cent down payment were available. It is evident, therefore, that the more rapidly the donations come in the sooner the constructions can begin.

Whether or not you are considering a lump sum or more gradual method of contributing, it will be helpful to remember that this contribution can be deducted from your personal income in calculating it for tax purposes. This means, for example, that a donation of one hundred dollars would reduce your personal income by eighty dollars instead of one hundred dollars, because approximately twenty per cent in taxes would have been due on the 100 dollars if it had not been donated.

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Fort Hays Kansas State College

October 3, 1945

Re: Memorial Union Building  
Methods of Making Contributions

Member of Faculty Association:

The blanks and information sheets accompanying this letter contain suggestions as to the different methods that may be used in making contributions to the memorial union building fund. The finance committee recommends that the faculty contributions be approximately two per cent of the total salary for a period of three years. These contributions are to be voluntary and when employment terminates the balance of the pledge terminates. The amount of two per cent is purely a suggestion and is offered as a rough guide in measuring the individual faculty contributions required in order to meet our goal of \$50,000. Past contributions to this project can also alter the future payments or pledges.

We no longer need to wait for the end of the war. Actual building could probably start as soon as next fall if the twenty per cent down payment were available. It is evident, therefore, that the more rapidly the donations come in the sooner the constructions can begin.

Whether or not you are considering a lump sum or more gradual method of contributing, it will be helpful to remember that this contribution can be deducted from your personal income in calculating it for tax purposes. This means, for example, that a donation of one hundred dollars would reduce your personal income by eighty dollars instead of one hundred dollars, because approximately twenty per cent in taxes would have been due on the 100 dollars if it had not been donated.

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