

Your Sarah Lawrence Legacy

The **William & Sarah Lawrence Society** honors the alumni and friends who have provided for the future of the College through their intended bequests, beneficiary designations, and life-income gifts. The society is named for the founder of the College, William Van Duzer Lawrence, and his wife, Sarah Bates Lawrence, after whom the College was named, to emphasize the foundation these gifts provide in maintaining the tradition of excellence in education.

Estate gifts are the culmination of a life's work and a lasting legacy. A thoughtful estate plan guides the appropriate distribution of one's assets to family members, friends, and organizations and institutions that were most important to them during their lifetimes. Thousands of alumni and friends have made gifts to the College from their estates. No matter the size of one's estate or the amount of the gift, all gifts begin with a donor making a plan that reflects their values and benefits organizations that are important to them.

PLANNED GIVING
at **SARAH LAWRENCE**

A WILL OR TRUST is the foundation of an estate plan. In these legal instruments, you can direct gifts to individuals and organizations, including Sarah Lawrence.

CASH BEQUESTS direct a specific dollar amount to the College.

RESIDUARY BEQUESTS direct either the whole or a portion of your estate to the College after all other specific bequests and obligations have been paid.

SPECIFIC PROPERTY can be left to Sarah Lawrence and may include real estate, art, books, manuscripts, or antiques, which will increase the College's academic resources. These gifts do require prior approval before being accepted.

CONTINGENT BEQUESTS provide for family or friends first, and only include Sarah Lawrence if the named beneficiaries predecease you.

Bequests must be carefully drafted to ensure that your wishes are able to be honored. While gifts for the College's general purposes or general scholarships are the most useful, if you have a preference for how the College should use your future gift, please contact the Office of Philanthropy and Planned Gifts prior to finalizing your plans.

RETIREMENT PLAN assets are often the best assets to leave to Sarah Lawrence. You do not need an attorney, will, or trust to direct how the remainder of your retirement accounts will be distributed. The distribution bypasses probate, so beneficiaries may receive assets more quickly.

Since traditional IRAs and 403(b) proceeds are treated as taxable income to non-spouse beneficiaries, many people leave other non-IRA assets to family and friends and leave a percentage of their retirement account to a qualified charity like Sarah Lawrence. Additionally, your estate may be entitled to a tax deduction on the assets transferred to charity.

Designating Sarah Lawrence as the beneficiary of your retirement plan or life insurance policy is easy!

- > Request a beneficiary designation form from your retirement plan or insurance provider.
- > Fill in the percentage or amount you wish to designate to the College.
- > Include the College's **FEDERAL TAX ID NUMBER (23-7223216)** and address.
- > Return your completed form to your account custodian.

Upon your death, the account custodian will distribute the remaining assets directly to your designated beneficiaries (at the request and direction of your beneficiaries).

Celebrate your reunion by becoming a member of the William & Sarah Lawrence Society, and, if you are 65 or older, your commitment may count as part of your reunion class gift.

ELIGIBILITY FOR FUNDRAISING CREDIT

- > Donor is at least age 65
- > Donor completes and signs Sarah Lawrence's Estate Intention Notification Form (on the following page)
- > Donor provides supporting documentation of the commitment (outlined on the list below)

SUPPORTING DOCUMENTATION

Sarah Lawrence will accept the following supporting documents of your estate commitment:

WILL OR TRUST PROVISION: A copy of the portion of your will or trust pertaining to Sarah Lawrence, including front and signature pages, or a letter from your attorney.

RETIREMENT PLAN: A copy of the beneficiary designation form naming Sarah Lawrence a beneficiary and the summary page from your most recent account statement.

LIFE INSURANCE POLICY: A copy of the beneficiary designation form and the death benefit payable to Sarah Lawrence.

CHARITABLE REMAINDER TRUST (not managed by the College): A copy of the trust document and the current value of Sarah Lawrence's portion.

If Sarah Lawrence's remainder share of the trust is irrevocable, a copy of the trust document and a statement of the trust's value are provided to Sarah Lawrence once each year.

Please contact the Office of Philanthropy and Planned Gifts if you have another arrangement not listed.

Most estate commitments are revocable. Sarah Lawrence understands that your plans or financial circumstances may change, and the College does not make financial commitments in anticipation of any future estate gifts. Even if you do not wish to receive credit (or are not yet eligible), we hope you will share your intentions with us, as it does help the College with some long-term planning and gives us the opportunity to thank you for your thoughtful planning. If your plans do change, however, please inform the Office of Philanthropy and Planned Gifts in writing so we can maintain accurate records.

We welcome the opportunity to talk with you about how you can include a gift for Sarah Lawrence in your estate plans. Please contact:

Gary Carskaddan
Senior Director, Office of Philanthropy and Planned Gifts
1 Mead Way, Bronxville, NY 10708
914.813.9221
gcarskaddan@sarahlawrence.edu

Sarah Lawrence College does not provide legal, accounting, or other professional advice.

We encourage you to review this information with your tax, financial, or legal adviser.

WILLIAM & SARAH LAWRENCE SOCIETY



Estate Intention Notification Form

DONOR INFORMATION:

NAME _____ CLASS YEAR _____ DATE _____

ADDRESS _____ BIRTHDATE _____

PHONE _____

EMAIL _____

I want to support the College in my estate plan as follows:

TYPE OF ESTATE INTENTION (please check all that apply)

Gift type:

- Will or trust provision
- IRA or retirement plan beneficiary
- Life insurance beneficiary
- Other _____

Sarah Lawrence will receive this gift:

- Upon my death
- Upon the death of my surviving spouse/partner
- Other _____

My gift is stated as:

- A specific dollar amount: \$ _____
- A percentage of estate/account: _____%
The estimated current value of this percentage is:
\$ _____
- Other (e.g. gifts, of tangible personal property)

SUPPORTING DOCUMENTS

Attached:

- A copy of the will or trust provision pertaining to Sarah Lawrence, including front and signature pages
- A copy of the retirement account/insurance beneficiary designation form and summary page from a recent statement
- A copy of the charitable remainder trust document (not managed by the College) and the current value of Sarah Lawrence's portion
- A letter from my attorney, executor, or trustee

GIFT DESIGNATION

I would like my gift to support:

- Area of greatest need
- Scholarships and aid
- Contact me to discuss my designation

GIFT AND DONOR RECOGNITION

- I authorize the College to include my name and gift in any gift recognition publications.
- I would like to be recognized as a member of the William & Sarah Lawrence Society.
- I prefer to remain anonymous.
- I prefer not to disclose my intention at this time.

SARAH LAWRENCE COLLEGE

ESTATE CONTACT INFORMATION

Whom would you like Sarah Lawrence to contact upon your death to facilitate the distribution of your gift?

- Executor
- Trustee
- IRA Custodian/Plan Administrator
- Family Member
- Other:

NAME

BUSINESS

ADDRESS

EMAIL

DONOR SIGNATURE

COMMENTS:

DATE

Sarah Lawrence recognizes that this gift is subject to change depending on personal or economic circumstances.
This form is not intended to be a legally binding pledge.
The information you provide will remain confidential.

SARAH LAWRENCE COLLEGE