



## Sample Language for Wills and Trusts

Bequests are the most frequent type of planned gift made to charity. The estate receives a charitable deduction for the full amount given, so heirs pay no estate tax on the gift. To assist you in including a gift to the Highline Schools Foundation in a will or trust, sample language is provided below.

### Sample Language for an Unrestricted Charitable Bequest

The following four types of bequests direct a gift to the Highline Schools Foundation. This language is all that is needed for unrestricted gifts to the Foundation. Unrestricted gifts allow for the greatest flexibility in serving the needs of the students and teachers of Highline Public Schools, as needs are always changing.

- **Percentage:** “I give, devise and bequeath to the Highline Schools Foundation, a nonprofit corporation of the State of Washington, \_\_\_\_% of my estate.”
- **Specific:** “I give, devise and bequeath to the Highline Schools Foundation, a nonprofit corporation of the State of Washington, 1) The sum of \$\_\_\_\_\_.” 2) \_\_\_\_\_ shares of stock in \_\_\_\_\_ Company.”, 3) my real property commonly known as \_\_\_\_\_.”
- **Residual:** “I give, devise and bequeath to the Highline Schools Foundation, a nonprofit corporation of the State of Washington, all the residue of my estate, including real personal property.”
- **Contingent:** “In the event of the death of any of the beneficiaries, I give, devise and bequeath to the Highline Schools Foundation, a nonprofit corporation of the State of Washington, (percentage, specific, or residual language as above).”

### Sample Language for Charitable Bequest to an Existing Fund

A bequest may also benefit one or more existing funds, using the language above, but by adding: “to be added to the (name of fund or funds).” If more than one fund is included, the language might include a breakdown of the percentage to allocate to each fund.

## **Sample Language for Charitable Bequest to Create a New Fund**

A bequest may also set up a new named fund, using language outlined below. To ensure that the donor's intent is followed, the Highline Schools Foundation recommends that requests include a notation in the will or trust, as well as a completed fund agreement with specifics about the fund the donor wishes to establish. Fund agreements are available by contacting the Foundation office. By including the specifics of the fund in a separate agreement, donors have the benefit of changing the details of the fund without redrafting the will or trust document.

- **Scholarship Fund:**

“to establish the (choose name) scholarship fund, per a fund agreement on file.”

- **Field of Interest Fund:**

“to establish the (choose name) fund, per a fund agreement on file.”

*Examples include the arts, athletics, etc.*

- **Designated Funds:**

(to provide support to a specific program or Highline Public School) “to establish the (choose name) designated fund, per a fund agreement on file.”

*Examples include: Excel Grant to fund STEM curriculum or fund for Evergreen High School.*

We are happy to assist you with the creation of a fund agreement. Simply call us at 206-631-3120 or contact our Executive Director Anne Baunach (206-631-3116 or [anne@highlineschoolsfoundation.org](mailto:anne@highlineschoolsfoundation.org)) at the Highline Schools Foundation.