

# **BB Financial Policies**

*Before you mail any money to Breaking Borders (BB) . . .*

- Be certain you have received a missionary ID number from BB.
- Make sure all checks are made payable to Breaking Borders.
- Never send cash. It is not safe, and donations of currency are not tax deductible.
- Copy all check and donation forms before sending them for your own records.

**Please inform your sponsors of the following Breaking Borders Policies:**

## **1. To receive a tax deduction, they must make their checks payable to Breaking Borders**

Breaking Borders is a 501(c)(3) non-profit corporation registered with the US Government. All contributions to Breaking Borders are tax deductible and will be used for tax-exempt purposes. Financial disbursement of donated funds is at the discretion of the Breaking Borders Board of Directors for mission work and evangelism.

## **2. Sponsors are NOT to place your name anywhere on the check.**

The IRS stipulates that in order to receive a tax deduction for a contribution, the donor must release control of how the money will be used. Money cannot be designated to a person

## **3. Breaking Borders refunds policy.**

If the fundraiser does not go on a trip, the money remaining, after the deduction of airline tickets already purchased and administrative fees, can be held over for one year to be used for another Breaking Borders Mission trip. Contributions are NOT refundable, due to the IRS stipulations mentioned above.

## **4. If the check is made out to you.**

If the check happens to be made out to you, it is best to have your sponsor rewrite the check to Breaking Borders if they want a tax deduction. We cannot give a tax deduction unless the check is made out specifically to Breaking Borders. If your sponsor does not care about a tax deduction, then please be sure to endorse the check before sending it to Breaking Borders.