



Excellence. Accountability. Impact.™

This seal confirms compliance with all standards and policies for U.S. Community Foundations

Chautauqua Region



Enriching the Quality of Life in the Chautauqua Region

Scholarship Usage Verification Form
School Year 2019-2020

Dear Scholarship Recipient:

As you are aware, all scholarship awards are paid directly to you, the student, rather than to your college/educational institution. Because of this, the Foundation must determine how to report your award to the Internal Revenue Service (IRS). Your response to this form is necessary as part of that process. Therefore, please take a moment to read the following conditions and return this signed form to the Foundation to prevent notification to the IRS concerning your scholarship award.

The IRS requires notification if this award is considered taxable income. The Foundation is using this form to determine whether or not we will report your award to the IRS for this purpose.

Please sign and return this form; otherwise, the Foundation will notify the IRS that your award is taxable and you will be receiving an IRS Form 1099 in January 2021.

You are agreeing to the following Terms and Conditions by signing this letter:

Your scholarship will be considered tax free by the Foundation if: (1) you are a full-time or part-time student at a college, university, or an accredited educational institution, (2) the award is used for college expenses only (tuition, fees, room and board, books, and supplies).

To receive your scholarship award:

- Verification of Enrollment for the second term of the 2019-2020 school year must be forwarded to our office.
• This Form must be signed and returned to our office.

Please feel free to contact me with any questions at (716) 661-3390.

Sincerely,

[Handwritten signature]

Jacob S. Schrantz
Fiscal Officer

Enclosures

I, \_\_\_\_\_, acknowledge the Terms and
(Print Name)
Conditions stated above.

Signature Date