

# Invisible Histories

## **Planned Archival/Materials Gift Commitment Form**

Completion of this form is a notification of intent only and not intended to be legally binding. Please discuss your planned giving intentions with your financial planning and legal advisors as well as those responsible for your estate. Invisible Histories (also known as Invisible Histories Project) is a tax-exempt 501(c)3 nonprofit IRS Code 82-0777440.

Below are samples of language you and your estate team may use in your will or other legal documents in order to ensure your gift is fulfilled.

“I hereby gift to INVISIBLE HISTORIES (also known as INVISIBLE HISTORIES PROJECT) a not-for-profit organization (Tax ID: 82-0777440) with a mailing address of PO Box 101672, Birmingham, AL 35206; email of [contact@invisiblehistory.org](mailto:contact@invisiblehistory.org); and website of [www.invisiblehistory.org](http://www.invisiblehistory.org), the materials listed below for archival, research, and educational purposes.”

When preparing materials for donation, please mark all folders, boxes, photo albums, textiles, and other materials with INVISIBLE HISTORIES. If you need assistance with this, please contact us at [contact@invisiblehistory.org](mailto:contact@invisiblehistory.org).

Make sure you complete the supplemental **Deed of Gift** form included in this packet. This form can be mailed to Invisible Histories in advance or stored with your estate planner, executor, or in the materials for future donation. This form must be completed by you or your estate manager before we can accept materials.

### **Archival Donation Checklist:**

- Contacted Invisible Histories about my intent to donate
- Completed Archival/Materials Gift Commitment Form
- Completed New Donor Packet including Deed of Gift Form
- Made my estate planner, executor, and next of kin aware of my wishes
- Included copy of all forms here with my will and estate planner
- Clearly marked items intended for Invisible Histories donation

### **Please return this form & any attachments to:**

Invisible Histories  
PO Box 101672  
Birmingham, AL 35210  
or email [contact@invisiblehistory.org](mailto:contact@invisiblehistory.org)

# Invisible Histories

## **Planned Archival Gift Commitment Form**

As evidence of my/our desire to provide materials to the organization Invisible Histories (aka Invisible Histories Project), I/we hereby verify that I/we have made a provision for an archival gift in my/our estate plans.

Name(s): \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **Please briefly describe the items to be donated:**

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### **Please complete the form below for the parties donating:**

\_\_\_\_\_

**Printed Name**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Printed Name**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Date**