

**Fischer Family Ministries Inc.**  
**Tax-Deductible Receipt, Money Control, and Cancellation Policies**

A. FFM Inc.

Fischer Family Ministries Inc. here after FFM is recognized as a non-profit organization by the IRS, described in the Internal Revenue Code Section 501 (c) (3), and qualifies to receive tax deductible donations. In compliance with IRS regulations, donations must be given to FFM with the understanding that FFM has complete control over any donation received.

B. Money Control

Further IRS regulations require that all donations be non-refundable and become the permanent property of FFM, to be used by FFM, under their tax-exempt purposes of advancing the Gospel of Jesus Christ.

C. Tax Deduction

The following procedures must be followed in order to receive a tax deduction.

**Donations by/for Team Members going on China Missions Trips:**

1. Checks must be made payable to Fischer Family Ministries Inc.
2. To comply with IRS regulations donors must not write the name of the team member anywhere on the check and must leave the memo line blank.
3. All *donations made by or on behalf of a Team Member* must be accompanied by a Trip Payment Form, on which the donor may designate who the donation is for.

**Donations for General Fund:**

1. Checks must be made payable to Fischer Family Ministries Inc.
2. Donors may designate on the memo line what the donation is for (i.e. Bible fund, Disaster relief, General Fund).

D. Cancellation

If a team member going on an FFM missions trip cancels *after* the international ticketing deadline (two months before the date of the trip), 50% of the base cost of the trip may be charged. This charge covers the international airfare purchase, nonrefundable reservations, and administrative costs associated with the cancellation. The remaining funds donated to their account will be held for him/her for a period of one year, and may be applied towards a future China Missions trip. If a team member cancels his/her plans to go on a China Missions trip *before* the international ticketing deadline, no charges will be applied. All of the donations made towards the team member will be held for him/her for a period of one year, and may be applied towards a future China Missions trip. If the funds are not used within the designated period they will be applied to the General Fund of FFM.