



## *Virginia Federation of Music Clubs*

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### **MEMORIAL AND RECOGNITION FUND GIFTS** (Instructions for Completing the MRF-VA Form)

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Chair, VFMC Memorial and Recognition Fund  
6843, Lochmere Drive  
Manassas, VA 20112

#### **Goals and Methods**

##### Goals:

1. Recognize and honor active leaders, officers, guest musicians, and friends who have contributed to the advancement and appreciation of music in the VFMC and its local Senior Clubs across the State of Virginia.
2. Memorialize loved ones who have passed away and were affiliated with the VFMC and its local clubs across the State of Virginia.
3. Receive monetary gifts of \$25 or more in the name of recognized or memorialized individuals to increase funds dedicated to VFMC contest and scholarship competitions. The contests and competitions are designed to encourage education, composition, and performance of music by junior and student members of the VFMC.

##### Methods:

1. Donor will complete and submit MRF-VA Form to the Memorial and Recognition Fund Chair along with the gift check payable to the Virginia Federation of Music Clubs.
2. The Memorial and Recognition Fund Chair will inform the honoree or the bereaved of the gift based on information provided on the MRF-VA Form.
3. The name of the honoree and the donor will be entered into the VFMC Book of Memorials and Recognitions as a permanent record of the gift.
4. The Memorial and Recognition Fund Chair will prepare a list of honorees and donors who have made donations of \$25 or more for listing in the Official Program of the VFMC Annual Convention.

All gifts are tax deductible as allowed by law.

**Club Presidents:** Club presidents will inform their memberships about this opportunity. Memorials are frequently made, but recognitions are under-utilized. A Recognition would make a fitting honorarium for a guest performer at a club event or an appropriate gift for a past president or another officer. The Memorial and Recognition Fund is an outstanding way to recognize an individual's contribution and serves to perpetuate the advancement of music and the arts in the State of Virginia.