

**LOCH LOMOND BEACH CLUB**  
**POLICY # 12 DONATION OF PROPERTY**

**ATTACHMENT A**

**SAMPLE LETTER FOR ACCEPTANCE OF PROPERTY TO LLBC**  
**SEND BY EMAIL OR OVERNIGHT MAIL**

DATE

DONOR NAME(S)  
STREET  
CITY/STATE/ZIP  
PHONE

Dear DONOR NAME(S),

The Loch Lomond Beach Club, Inc. (LLBC) will accept the donation of your land, within the LLBC membership, as a land contribution to Loch Lomond Beach Club, Inc. I have discussed these appropriate steps with the LLBC attorney and Treasurer. LLBC is a non-profit 501c3 organization and therefore eligible for your charitable contribution. There have been no goods or services provided in exchange for your contribution.

1. Per our attorney, this land contribution value is based on the average of the most recent 3 years of the Fair Market Value of your vacant land property as shown on the property tax bills for said property.

YEAR 1 - \$\_\_\_\_\_ YEAR 2- \$\_\_\_\_\_ YEAR 3- \$\_\_\_\_\_ 3 year average = \$\_\_\_\_\_ land contribution value

2. (DONORS NAMES), you will need to have your attorney (or whoever you choose) to draw up a Warranty Deed to transfer your property with the Parcel # \_\_\_\_\_ to Loch Lomond Beach Club, Inc. Please send the signed Warranty Deed to LLBC, PO Box 26, Birchwood, WI 54817 (Attn: \_\_\_\_\_, President LLBC Board of Directors). Upon receipt of this signed Warranty Deed, the LLBC will record this in \_\_\_\_\_ County, WI and will pay the recording fee. In order to not have to send to a PO Box, if you send it to my home address that may speed up the process. My address is \_\_\_\_\_.

3. After receipt and recording of the Deed, LLBC will calculate the amount we need to refund you from your prepaid YEAR Maintenance Assessment (MA) fee which you paid DATE/YEAR and therefore, you are paid up through March 31, 20\_\_\_\_. If we receive the Deed back prior to DATE, 20\_\_\_\_ we will refund you \_\_\_\_\_ months of the 20\_\_\_\_ MA fee. If any MA or other fees to LLBC are outstanding, the total amount dues plus accrued interest will be deducted from the amount of the land contribution value computed in item #1 above.

4. Upon receipt of the deed and, if you have already paid the current year's property taxes on said property, LLBC will reimburse you the remaining prorated property taxes to December 31, 20\_\_\_\_. If the taxes are unpaid, they must first be paid by you (along with any late fees and/or interest) before LLBC can accept the deed.

Thank you DONOR NAMES for your charitable contribution.

Please don't hesitate to call me at PHONE OF PRESIDENT or email at PRESIDENT EMAIL, if you have any questions.

Sincerely,

\_\_\_\_\_  
NAME  
President LLBC Board of Directors