



TARGET
EARTH

General Financial Policies

"Serving the Earth, Serving the Poor"

**Target Earth International
Summer Institute on
Sustainable Development**

PO Box 10777
Tempe, AZ 85284
(610) 909-9740 Phone
(443) 284-2399 Fax
jaguarcreek@aol.com
www.targetearth.org
Tax ID# 77-0465706

All funds should be sent to:

Target Earth International
Jaguar Creek Internships
PO Box 10777
Tempe, AZ 85284

Note!

▣ **All checks need to be payable to Jaguar Creek and include your name/Belize internship in the memo**

Interns may pay for their experience in any one of the following forms:

- Personal or organizational checks payable to Jaguar Creek.
- Traveler's Checks payable to Jaguar Creek.
- Credit Card –Please call Gordon Aeschliman at (610) 909-9740 for details. There will be a 3% transaction fee added to all credit card payments.

All funds **MUST** be received 30 days before departure date.

DEPOSITS AND CANCELLATIONS

- Your deposits are non-refundable. However, there are three occasions when we will refund your deposit.
 1. We received a deposit for a trip that was cancelled by Target Earth.
 2. We received your deposit, but the internship was full when the deposit arrived.
 3. For whatever reason (medical, etc) Target Earth is not able to accept you as an intern.
- Your intern agreement may not be canceled after a date 90 days prior to your departure date without the forfeiture of your entire deposit, plus fifty percent (50%) of the guaranteed minimum charge. This is necessary because of the loss of income incurred due to the inability of Target Earth to arrange for a replacement group on such short notice.

All cancellations shall be in writing or by fax and the date it was received shall be considered the date of the cancellation.
All monies due to Target Earth are payable within 30 days of said cancellation.

QUESTIONS AND ANSWERS

- ***If a participant on a Target Earth sponsored trip raises their own support can they fund their entire trip?***

Yes. 100% of the trip can be funded by donations designated in their name.

- ***Is it possible to receive a refund if the participant drops out of a trip or the trip is cancelled?***

In the event that a participant drops out of a scheduled trip, it would be standard to withhold at least the non-refundable deposit. Withholding more would be at the discretion of the trip organizer depending on the circumstance.

If Target Earth canceled the trip, then we would refund all trip fees paid including the non-refundable deposit.

However, if a participant drops out of a trip or if Target Earth has canceled a trip, donations given to Target Earth on behalf of the participants cannot be refunded. The only amount that can be refunded is what the participant paid.

- ***What if a participant raises more than the trip cost?***

If a participant has raised more donations than the cost of the trip, the excess can be designated however the participant wishes. It can help another participant as a scholarship, it can go towards the general fund or it can be designated to another TE trip. Excess donations cannot be refunded to the participant.

If the participant has paid some of the trip fees, we can subtract this from the overpayment and issue a refund for that amount, but not for more than they paid.

- ***If a participant goes on a Target Earth Service Project is their trip payment tax-deductible?¹***

No. If a participant is paying for a service project they are receiving room, board and excursions during their experience and this is not tax-deductible. The IRS states that tax-deductible gifts are recognized if “no goods or services are exchanged for the gift.” In the case of service projects, they are receiving services.

- ***Is the value of a person's time or services tax- deductible?***

No. According to the IRS, you cannot deduct the value of your time or services.

¹ Certain trips may include expenses for transportation and material costs which may be tax-deductible. Target Earth takes no position on the deductibility of these items. Individuals should be advised to verify potential tax consequences of these items with their personal tax advisor.