

**GIFT**

I hereby give the School Department of the City of Westfield the sum of

\_\_\_\_\_ for the purpose of \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

These funds will be sent to the City Treasurer and deposited by the treasurer in the designated recipient school's account.

I agree that any balance which is left in the gift account after the purpose of the gift is completed can be spent for a similar purpose at the direction and discretion of the School Committee. If the gift is insufficient for the purpose of the gift, it shall be used with other gifts for a similar purpose or be used at the direction and discretion of the School Committee.

SIGNED AND SEALED ON \_\_\_\_\_

Signed and sealed  
In the presence of:

\_\_\_\_\_ Donor

Adopted: January 6, 1997  
Reviewed: November 6, 2017 Human Resources & Policy Subcommittee