



**HOUGHTON  
UNIVERSITY**

## **Sample Suggested Language for Bequests to Houghton University**

### **SUGGESTED BEQUEST WORDING**

A bequest is simple and convenient. You have a number of options.

You can make a bequest for a specific dollar amount or for a percentage of your estate. You can designate your bequest for general use or you can restrict its use. Many individuals establish endowments that honor the memory of a family member or another loved one. These endowments live forever, since only the income is used annually. Since a will is an important legal document, you should seek an attorney's help. To assist you with this important process, we offer some suggested bequest wording below.

### **Following are some examples of various types of bequests:**

- **Specific bequests** are used to make a gift of a specific dollar amount or of specific assets such as securities, real estate, or personal property.
- **Residuary bequests** are used to give all or a portion of the rest, residue, and remainder of your estate after payment of expenses and of any specific amounts designated to other beneficiaries.

### **Including Houghton University in Your Will**

The following includes several examples of suggested bequest wording to benefit Houghton University.

Each individual situation is unique, and therefore these examples include only some of the possible gift opportunities. We encourage you to share your final will provision with Houghton University to ensure that your wishes will be properly followed and recognized.

#### **Percentage of estate for unrestricted purposes**

I give, devise, and bequeath to Houghton University, a not-for-profit organization located in Houghton, New York, \_\_\_\_\_ percent (%) of the rest, residue, and remainder of my estate as an unrestricted gift to be used by Houghton University for its general purposes.

#### **Percentage of estate for specific purposes with an endowment provision (\$25,000 minimum)**

I give, devise, and bequeath to Houghton University, a not-for-profit organization located in Houghton, New York, \_\_\_\_\_ percent (%) of the rest, residue, and remainder of my estate to establish the \_\_\_\_\_ ENDOWED FUND. The principal of this Fund shall be invested as part of the Houghton University's permanent endowment and in accordance with its policies and the New York Prudent Management of Institutional Funds Act. The income therefrom is to be used by Houghton University, for \_\_\_\_\_ Contributions may be added to the Fund at any time.

If changed circumstances should at some future time make it impractical to continue using the income from the Fund for the purpose designated, then the Houghton University Board of Trustees may redesignate the purpose for which the Fund's income may be distributed, provided that the Fund shall continue to bear the name \_\_\_\_\_ ENDOWED FUND, and that the amended terms shall adhere as closely as possible to my original intent.

**Specific amount for unrestricted purposes**

I give, devise, and bequeath to Houghton University, a not-for-profit organization located in Houghton, New York, the sum of \$\_\_\_\_\_ in cash or in-kind (or \_\_\_\_\_ shares of \_\_\_\_\_ stock) to be used by Houghton University for its general purposes.

**Specific amount for specific purposes**

I give, devise, and bequeath to Houghton University, a not-for-profit organization located in Houghton, New York, the sum of \$\_\_\_\_\_ in cash or in-kind (or \_\_\_\_\_ shares of \_\_\_\_\_ stock) to be used for \_\_\_\_\_ at Houghton University.

If changed circumstances should at some future time make it impractical to continue using the income from the Fund for the purpose designated, then the Houghton University Board of Trustees may redesignate the purpose to adhere as closely as possible to my original intent.

To assist you with your plans, Houghton University can provide sample language for the program or area you wish to support. This confidential service is available to you without obligation.

**Designating the purpose of a bequest:**

**Unrestricted:** The most useful type of bequest is unrestricted, allowing the funds to be allocated by Houghton University wherever the need is greatest.

**Restricted:** You may designate your bequest to support a special program or purpose that reflects your personal or professional interest (for example: scholarships, faculty research and development, or capital improvement).

If the bequest is restricted to a specific purpose, it is important that the following wording be added at the end of the provision. This will ensure that, in the remote possibility a field of study or specified purpose may cease to need funds in the future, an alternate use for the bequest may be determined.

"... for so long as the Board of Trustees of Houghton University determines that the need exists. Should the need no longer exist, said Board of Trustees may, in its sole discretion, direct the use of my bequest for a purpose related as closely as possible to that stated above."

**Gift Approval:**

Some gift arrangements may be subject to approval by the Houghton University Gift Acceptance Committee. Please contact Caleb Smith, Gift Accounting and Legacy Giving Specialist, at 585-567-9545, to discuss your intentions.