



## **MEMORIAL GIFT GUIDELINES**

### **Purpose**

Memorial gifts are a meaningful way to honor the memory of a deceased resident or community member while contributing to the shared benefit of the neighborhood. These guidelines help ensure such gifts are appropriate, sustainable, and aligned with HOA policies.

### **Acceptable Types of Memorial Gifts**

The HOA may accept memorial gifts that provide a long-term benefit to the community, including but not limited to:

- Trees, shrubs, or landscaping enhancements in common areas
- Benches or other approved outdoor furnishings
- Monetary donations designated for common-area improvements
- Contributions to the Anasazi reserve fund

All gifts are subject to HOA approval prior to acceptance.

### **Approval Process**

- All memorial gifts must be submitted in writing to the HOA Board for review.
- Proposals should include a description of the gift, estimated cost, location (if applicable), and any requested dedication wording.
- The HOA reserves the right to approve, modify, or decline any proposed gift.
- Gifts that are to be placed on Anasazi property (such as a bench or tree etc.) must also have the approval and recommendation of the HOA Landscape committee.

### **Installation and Maintenance**

- The HOA must approve the placement, design, materials, and installation method of any physical memorial.
- Once accepted, the HOA assumes ownership of the gift.
- Ongoing maintenance will be handled by the HOA **only if** the gift continues to align with existing maintenance standards and budgets.
- Gifts requiring special or ongoing care may be declined.

### **Recognition and Plaques**

- Modest plaques may be permitted at the HOA's discretion.
- Plaques should be uniform in size, material, and style to maintain community aesthetics.
- The HOA may limit the number, wording, and placement of plaques.

## **Financial Considerations**

- All costs associated with the purchase, installation, and dedication of the memorial gift are the responsibility of the donor unless otherwise agreed in writing.
- Monetary donations may be acknowledged by the HOA but are generally not earmarked unless approved in advance.

## **Legal and Tax Considerations**

- The HOA does not guarantee that memorial gifts or donations are tax-deductible. Donors are encouraged to consult a tax professional.
- The HOA assumes no liability for sentimental value should a memorial need to be relocated or removed in the future due to repairs, safety, or community needs.

## **Right to Modify or Remove**

- The HOA reserves the right to relocate, modify, or remove memorial gifts if necessary for maintenance, safety, renovations, or policy changes, without obligation to replace or refund.

These **MEMORIAL GIFT GUIDELINES** were adopted on April 16, 2026 by the Board of Directors of Anasazi Village Condominium Association.