



West Virginia University Foundation
c/o WVU Cancer Institute
Office of Philanthropy HSC - 1631
P.O. Box 9300
Morgantown, WV 26506-9300

Greetings from the WVU Cancer Institute,

Steeped in nearly 40 years of history and tradition, the Spring Gala is a weekend affair to highlight the WVU Cancer Institute. The 2024 event is slated April 26-27 at The Greenbrier. We invite you to join us as we showcase our programs, build awareness for our needs, and outline our plans for the future. Visit wvucancergala.com for additional event details.

For our valued corporate healthcare constituents, we are offering a special \$5,000 sponsorship option that includes three Spring Gala tickets and an exhibit table (while tables remain) during the educational sessions on Saturday. If you are interested in bringing a larger group, we also offer a \$15,000 sponsorship option, which includes 10 tickets, two exhibit tables during the educational sessions on Saturday, and a reserved table for 10 during Saturday's dinner dance.

Additional sponsorship opportunities exist through which select event activities can be named by your organization for even greater exposure. We invite you to contact us to discuss those coveted limited availability options.

A block of rooms is reserved at The Greenbrier for Spring Gala attendees. You can make your reservation by calling 1-855-453-4858 and mentioning the WVU Cancer Spring Gala. Please make your room reservations by March 25. You may also make reservations off property at your discretion.

Best regards,

A handwritten signature in cursive script that reads 'Stephanie'.

Stephanie L. McCandless, MBA
Director of Annual Giving
WVU Cancer Institute | WVU Foundation
P: 304-293-7585 | E: SMcCandless@wvuf.org

Ticketing & Family and Business Sponsorships

	Black Diamond	Gold	Silver	Bronze	Crystal	Ticket
Registration Total	\$50,000	\$25,000	\$15,000	\$10,000	\$5,000	\$600
Admissions to Gala Activities	30	20	10	10	5	1
Recognition on Gala Webpage	✓	✓	✓	✓	✓	
Recognition In-Room at Gala Activities	✓	✓	✓	✓		
Potential Gala Activity Namings (limited availability)	✓	✓	✓			
Ad in Digital Gala Program	Full Page	1/2 Page	1/4 Page			
Tax Deductible Total	\$42,650	\$20,100	\$12,550	\$7,550	\$3,775	\$355

Corporate Healthcare Sponsorships

	Sapphire	Emerald
Registration Total	\$15,000	\$5,000
Admissions to Gala Activities	10	3
Recognition on Gala Webpage	✓	✓
Display Table During Saturday Exhibit Hours	2	1
Tax Deductible Total	\$12,550	\$4,265

SPRING *Gala* 2024

Full details online at www.wvucancergala.com. For assistance, contact Erin Gregory at EGregory@wvuf.org or 304-293-1874.



WVU CANCER SPRING GALA | THE GREENBRIER 2024 SCHEDULE OF EVENTS

For nearly 40 years, the Spring Gala has celebrated West Virginia's premier cancer facility. In 2024, the beloved event turns its attention to this mission and to the Cancer Institute's pursuit of National Cancer Institute (NCI) designation. Attaining this designation would allow the Cancer Institute to expand beyond the traditional model of diagnosis and treatment to a more integrated and comprehensive approach on cancer prevention, especially in the underserved parts of our state. We invite you to join us as we raise support for this noble goal and coalesce around Building the Best for the WVU Cancer Institute.

FRIDAY, APRIL 26

6:00 pm

Reception and Mexican Fiesta Featuring Celebrity Chef Aaron Sanchez and Special Musical Guests Mauricio Martinez and Hilary Morrow. Attire is Bright and Festive.

SATURDAY, APRIL 27

9:00 – 9:45 am

Exhibits and Showcases, Including Tour of the Cancer Institute's Mobile Lung Cancer Screening Unit, LUCAS. Coffee and Pastries Available.

9:45 am – 10:30 am

Coffee with the Big 12 Commissioner and President E. Gordon Gee.

10:30 am – 12:30 pm

WVU Cancer Institute Update and Forums Featuring: Hannah Hazard-Jenkins, MD, FACS; Ming Lei, PhD; Nicole Stout, DPT, CLT-LANA, FAPTA; Jeremiah Hayanga, MD, MPH, FACS, FRCS, FCCP, FCCM; Randy Nelson, PhD; and William Walker, PhD.

LUNCH ON YOUR OWN

2:00 pm

Culinary Demonstration with Chef Aaron Sanchez

3:30 pm

Fireside Chat with Former White House Press Secretary Ari Fleischer.

6:30 pm

Cocktail Reception and Black-Tie Dinner Dance and Live Auction Featuring the Benny Benack Band Alongside Special Musical Guests Rhonda Vincent, Nic Rouleau, James Valenti, and Nova Payton

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
 See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. WEST VIRGINIA UNIVERISTY FOUNDATION, INC.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions. 1 WATERFRONT PLACE, 7TH FLOOR	Requester's name and address (optional)
6 City, state, and ZIP code MORGANTOWN, WV 26507	
7 List account number(s) here (optional) 501 (C)(3)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
5	6	-	6	0	1	7	1	8	1

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 2-3-23
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



INCOMING WIRE INSTRUCTIONS

United Fairfax
990 Elmer Prince Dr.
Morgantown, WV 26505

Credit to:
WVU Foundation, Inc.
Routing Number: 056004445
Account Number: 0064233414

Before wiring funds, please contact Gift Processing (giftprocessing@wvuf.org) to confirm the amount and designated Foundation fund for the deposit.

International Wires include the following information:

Funds sent in USD:

Intermediary Bank: WELLS FARGO BANK INTL
Bank Location: SAN FRANCISCO
Bank SWFT: WFBIUS6S
Beneficiary Bank: UNITED BANK VA
Beneficiary ABA: //FW056004445 (make sure to use the //FW in payment instructions)
Beneficiary Account Name: WVU Foundation
Beneficiary Account Number: 0064233414

Funds sent in Foreign Currency:

Contact the wire department for special instructions for a one time transfer. However funds will be credited in USD.



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Greetings from the WVU Cancer Institute,

On behalf of the leadership at the WVU Cancer Institute and at the WVU Foundation, which solicits, invests, and administers private support on behalf of WVU, I am pleased to provide this letter of support regarding your sponsorship of the 2024 Spring Gala. We are pleased to offer our 2024 sponsors valuable access to physicians, researchers and administrators, exhibit space, and opportunities for meaningful sponsor recognition.

Included in this packet is the proposed schedule of events, our W9 and our wire instructions. We invite you to review these, along with the additional details available online at wvucancergala.com. Our team will be happy to answer any questions you may have upon review. Please note that sponsor registrations are to be completed on the site, where options exist to process payment by check or to pay via card. Selecting the pay by check option will prompt our team to issue an invoice.

Again, thank you for your support of this long-standing educational and philanthropic event. We look forward to showcasing our programs, building awareness for our needs, and outlining our plans for the future.

Best regards,

A handwritten signature in cursive script that reads 'Stephanie'.

Stephanie L. McCandless, MBA
Director of Annual Giving
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