



# HUNTING PARK CHRISTIAN ACADEMY

## HOW TO GET STARTED

If you are interested in diverting PA taxes to scholarships using our Special Purpose Entity, here is how the process works.

- 1) **Send the one-page Joinder Agreement** - Send this to Randy Tarpey (our Special Purpose Entity Manager). These credits are available on a first-come, first-serve basis and they will run out before the end of the year, so **you should do this now**. Signing the form is optional at this point. This will cue Randy to apply for tax credit for you, but will not commit you to anything until after he receives the credit.
- 2) **Randy will apply on July 1** - The state will send him approval of the credits in mid-August to early September.
- 3) **Randy will notify you when the credits are approved** - He will ask for a signed form and for you to send a check to the special purpose entity. He will then send a check to Hunting Park Christian Academy for 100% of your contributions (he takes no administrative fee). We will send you an acknowledgement.

**RANDY'S CONTACT INFORMATION - We recommend having your financial adviser reach out to Randy for a conversation so everyone is on the same page.**

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