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Form **990-PF**Department of the Treasury
Internal Revenue Service**Return for Private Foundation**

or Section 4947(a)(1) Trust Treated as Private Foundation

▶ Do not enter social security numbers on this form as it may be made public.

▶ Information about Form 990-PF and its separate instructions is at www.irs.gov/form990pf.

OMB No 1545-0052

2016

Open to Public Inspection

For calendar year 2016 or tax year beginning

, and ending

Name of foundation

Riley & Nancy Pleas Family Foundation

Number and street (or P O box number if mail is not delivered to street address)

Room/suite

2410 Boyer Ave E**1**

City or town, state or province, country, and ZIP or foreign postal code

Seattle, WA 98112

G Check all that apply

☐ Initial return☐ Initial return of a former public charity☐ Final return☐ Amended return☐ Address change☐ Name change

H Check type of organization

☒ Section 501(c)(3) exempt private foundation☐ Section 4947(a)(1) nonexempt charitable trust☐ Other taxable private foundationI Fair market value of all assets at
end of year (from Part II, col (c),
line 16) ▶ \$ **230,023.**

J Accounting method

☒ Cash☐ Accrual☐ Other (specify) _____
Part I, column (d) must be on cash basis

A Employer identification number

91-1663829

B Telephone number (see instructions)

(206) 329-9718C If exemption application is pending, check here ▶ ☐D 1. Foreign organizations, check here . . . ▶ ☐2. Foreign organizations meeting the 85% test,
check here and attach computation . . . ▶ ☐E If private foundation status was terminated under
section 507(b)(1)(A), check here . . . ▶ ☐F If the foundation is in a 60-month termination
under section 507(b)(1)(B), check here . . . ▶ ☐**Part I Analysis of Revenue and Expenses** (The total of
amounts in columns (b), (c), and (d) may not necessarily equal
the amounts in column (a) (see instructions))(a) Revenue and
expenses per
books(b) Net investment
income(c) Adjusted net
income(d) Disbursements
for charitable
purposes
(cash basis only)

Revenue	1 Contributions, gifts, grants, etc., received (attach schedule)	150,000.			
	2 Check <input checked="" type="checkbox"/> if the foundation is not required to attach Sch B				
	3 Interest on savings and temporary cash investments				
	4 Dividends and interest from securities	3,121.	3,121.	3,121.	
	5a Gross rents				
	b Net rental income or (loss)				
	6a Net gain or (loss) from sale of assets not on line 10				
	b Gross sales price for all assets on line 6a				
	7 Capital gain net income (from Part IV, line 2)				
	8 Net short-term capital gain				
	9 Income modifications				
	10a Gross sales less returns and allowances				
b Less Cost of goods sold					
c Gross profit or (loss) (attach schedule)					
11 Other income (attach schedule)					
12 Total. Add lines 1 through 11	153,121.	3,121.	3,121.		
Operating and Administrative Expenses	13 Compensation of officers, directors, trustees, etc				
	14 Other employee salaries and wages				
	15 Pension plans, employee benefits				
	16a Legal fees (attach schedule)	153.			
	b Accounting fees (attach schedule)	3,810.	500.		
	c Other professional fees (attach schedule)	200.			
	17 Interest				
	18 Taxes (attach schedule) (see instructions)				
	19 Depreciation (attach schedule) and depletion				
	20 Occupancy				
	21 Travel, conferences, and meetings				
	22 Printing and publications				
	23 Other expenses (attach schedule)	25.			
	24 Total operating and administrative expenses. Add lines 13 through 23	4,188.	500.		
	25 Contributions, gifts, grants paid	142,485.			142,485.
26 Total expenses and disbursements. Add lines 24 and 25	146,673.	500.		142,485.	
27 Subtract line 26 from line 12					
a Excess of revenue over expenses and disbursements	6,448.				
b Net investment income (if negative, enter -0-)		2,621.			
c Adjusted net income (if negative, enter -0-)			3,121.		

For Paperwork Reduction Act Notice, see instructions.

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Form 990-PF (2016)

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B

Part II Balance Sheets		Attach schedules and amounts in the description column should be for end-of-year amounts only (See instructions)		Beginning of year	End of year	
				(a) Book Value	(b) Book Value	(c) Fair Market Value
Assets	1	Cash – non-interest-bearing		30,746.	36,773.	36,773.
	2	Savings and temporary cash investments		34,954.	38,075.	38,075.
	3	Accounts receivable ▶				
		Less: allowance for doubtful accounts ▶		2,500.		
	4	Pledges receivable ▶				
		Less: allowance for doubtful accounts ▶				
	5	Grants receivable				
	6	Receivables due from officers, directors, trustees, and other disqualified persons (attach schedule) (see instructions)				
	7	Other notes and loans receivable (attach schedule) ▶				
		Less: allowance for doubtful accounts ▶				
	8	Inventories for sale or use				
	9	Prepaid expenses and deferred charges		200.		
	10a	Investments – U.S. and state government obligations (attach schedule)				
	b	Investments – corporate stock (attach schedule)		62,578.	62,578.	155,175.
	c	Investments – corporate bonds (attach schedule)				
Liabilities	11	Investments – land, buildings, and equipment basis ▶				
		Less: accumulated depreciation (attach schedule) ▶				
	12	Investments – mortgage loans				
	13	Investments – other (attach schedule)				
	14	Land, buildings, and equipment basis ▶				
		Less: accumulated depreciation (attach schedule) ▶				
	15	Other assets (describe ▶)				
	16	Total assets (to be completed by all filers – see the instructions. Also, see page 1, item I).		130,978.	137,426.	230,023.
	17	Accounts payable and accrued expenses				
	18	Grants payable				
Net Assets or Fund Balances	19	Deferred revenue				
	20	Loans from officers, directors, trustees, and other disqualified persons				
	21	Mortgages and other notes payable (attach schedule)				
	22	Other liabilities (describe ▶)				
	23	Total liabilities (add lines 17 through 22)				
		Foundations that follow SFAS 117, check here ▶ <input type="checkbox"/>				
		and complete lines 24 through 26 and lines 30 and 31.				
	24	Unrestricted				
	25	Temporarily restricted				
	26	Permanently restricted				
		Foundations that do not follow SFAS 117, check here ▶ <input checked="" type="checkbox"/>				
		and complete lines 27 through 31.				
Net Assets or Fund Balances	27	Capital stock, trust principal, or current funds				
	28	Paid-in or capital surplus, or land, bldg, and equipment fund				
	29	Retained earnings, accumulated income, endowment, or other funds		130,978.	137,426.	
	30	Total net assets or fund balances (see instructions).		130,978.	137,426.	
	31	Total liabilities and net assets/fund balances (see instructions)		130,978.	137,426.	

Part III Analysis of Changes in Net Assets or Fund Balances

1	Total net assets or fund balances at beginning of year – Part II, column (a), line 30 (must agree with end-of-year figure reported on prior year's return)	1	130,978.
2	Enter amount from Part I, line 27a	2	6,448.
3	Other increases not included in line 2 (itemize)	3	
4	Add lines 1, 2, and 3	4	137,426.
5	Decreases not included in line 2 (itemize)	5	
6	Total net assets or fund balances at end of year (line 4 minus line 5) – Part II, column (b), line 30	6	137,426.

Part IV Capital Gains and Losses for Tax on Investment Income

(a) List and describe the kind(s) of property sold (e.g., real estate, 2-story brick warehouse, or common stock, 200 shs MLC Co.)	(b) How acquired P - Purchase D - Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1a			
b			
c			
d			
e			

(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) (e) plus (f) minus (g)
a			
b			
c			
d			
e			

Complete only for assets showing gain in column (h) and owned by the foundation on 12/31/69

(i) FMV as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any	(l) Gains (Col. (h) gain minus col. (k), but not less than -0-) or Losses (from col. (h))
a			
b			
c			
d			
e			

2 Capital gain net income or (net capital loss)	{ If gain, also enter in Part I, line 7 If (loss), enter -0- in Part I, line 7 }	2	
3 Net short-term capital gain or (loss) as defined in sections 1222(5) and (6) If gain, also enter in Part I, line 8, column (c) (see instructions). If (loss), enter -0- in Part I, line 8.		3	

Part V Qualification Under Section 4940(e) for Reduced Tax on Net Investment Income

(For optional use by domestic private foundations subject to the section 4940(a) tax on net investment income.)

If section 4940(d)(2) applies, leave this part blank.

Was the foundation liable for the section 4942 tax on the distributable amount of any year in the base period?

☐ Yes ☒ No

If "Yes," the foundation does not qualify under section 4940(e). Do not complete this part.

(a) Base period years Calendar year (or tax year beginning in)	(b) Adjusted qualifying distributions	(c) Net value of noncharitable-use assets	(d) Distribution ratio (col. (b) divided by col. (c))
2015	154,648.	213,683.	.7237
2014	172,595.	274,462.	.6288
2013			
2012			
2011			

2 Total of line 1, column (d)	2	1.3526
3 Average distribution ratio for the 5-year base period – divide the total on line 2 by 5, or by the number of years the foundation has been in existence if less than 5 years	3	.2705
4 Enter the net value of noncharitable-use assets for 2016 from Part X, line 5	4	212,910.
5 Multiply line 4 by line 3	5	57,595.
6 Enter 1% of net investment income (1% of Part I, line 27b)	6	26.
7 Add lines 5 and 6	7	57,621.
8 Enter qualifying distributions from Part XII, line 4	8	142,485.

If line 8 is equal to or greater than line 7, check the box in Part VI, line 1b, and complete that part using a 1% tax rate. See the Part VI instructions.

Part VI Excise Tax Based on Investment Income (Section 4940(a), 4940(b), 4940(e), or 4948 - see instructions)

1a Exempt operating foundations described in section 4940(d)(2), check here <input type="checkbox"/> and enter "N/A" on line 1 Date of ruling or determination letter _____ (attach copy of letter if necessary - see instructions)			
b Domestic foundations that meet the section 4940(e) requirements in Part V, check here <input checked="" type="checkbox"/> and enter 1% of Part I, line 27b.		1	26.
c All other domestic foundations enter 2% of line 27b. Exempt foreign organizations enter 4% of Part I, line 12, col (b)			
2 Tax under section 511 (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		2	
3 Add lines 1 and 2		3	26.
4 Subtitle A (income) tax (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		4	
5 Tax based on investment income. Subtract line 4 from line 3. If zero or less, enter -0-		5	26.
6 Credit/Payments			
a 2016 estimated tax payments and 2015 overpayment credited to 2016	6a	123.	
b Exempt foreign organizations - tax withheld at source	6b		
c Tax paid with application for extension of time to file (Form 8868)	6c		
d Backup withholding erroneously withheld	6d		
7 Total credits and payments. Add lines 6a through 6d	7	123.	
8 Enter any penalty for underpayment of estimated tax. Check here <input type="checkbox"/> if Form 2220 is attached	8		
9 Tax due. If the total of lines 5 and 8 is more than line 7, enter amount owed	9	0.	
10 Overpayment. If line 7 is more than the total of lines 5 and 8, enter the amount overpaid	10	97.	
11 Enter the amount of line 10 to be Credited to 2017 estimated tax <input checked="" type="checkbox"/> 97. Refunded <input type="checkbox"/> 0.	11	0.	

Part VII-A Statements Regarding Activities

	Yes	No
1a During the tax year, did the foundation attempt to influence any national, state, or local legislation or did it participate or intervene in any political campaign?		<input checked="" type="checkbox"/>
b Did it spend more than \$100 during the year (either directly or indirectly) for political purposes (see Instructions for the definition)? <i>If the answer is "Yes" to 1a or 1b, attach a detailed description of the activities and copies of any materials published or distributed by the foundation in connection with the activities</i>		<input checked="" type="checkbox"/>
c Did the foundation file Form 1120-POL for this year?		<input checked="" type="checkbox"/>
d Enter the amount (if any) of tax on political expenditures (section 4955) imposed during the year (1) On the foundation <input checked="" type="checkbox"/> \$ _____ (2) On foundation managers <input checked="" type="checkbox"/> \$ _____		
e Enter the reimbursement (if any) paid by the foundation during the year for political expenditure tax imposed on foundation managers <input checked="" type="checkbox"/> \$ _____		
2 Has the foundation engaged in any activities that have not previously been reported to the IRS? <i>If "Yes," attach a detailed description of the activities</i>		<input checked="" type="checkbox"/>
3 Has the foundation made any changes, not previously reported to the IRS, in its governing instrument, articles of incorporation, or bylaws, or other similar instruments? <i>If "Yes," attach a conformed copy of changes</i>		<input checked="" type="checkbox"/>
4a Did the foundation have unrelated business gross income of \$1,000 or more during the year?		<input checked="" type="checkbox"/>
b If "Yes," has it filed a tax return on Form 990-T for this year?		
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year? <i>If "Yes," attach the statement required by General Instruction T</i>		<input checked="" type="checkbox"/>
6 Are the requirements of section 508(e) (relating to sections 4941 through 4945) satisfied either • By language in the governing instrument, or • By state legislation that effectively amends the governing instrument so that no mandatory directions that conflict with the state law remain in the governing instrument?	<input checked="" type="checkbox"/>	
7 Did the foundation have at least \$5,000 in assets at any time during the year? <i>If "Yes," complete Part II, col (c), and Part XV</i>	<input checked="" type="checkbox"/>	
8a Enter the states to which the foundation reports or with which it is registered (see instructions) <input checked="" type="checkbox"/> WA		
b If the answer is "Yes" to line 7, has the foundation furnished a copy of Form 990-PF to the Attorney General (or designate) of each state as required by <i>General Instruction G</i> ? <i>If "No," attach explanation</i>	<input checked="" type="checkbox"/>	
9 Is the foundation claiming status as a private operating foundation within the meaning of section 4942(j)(3) or 4942(j)(5) for calendar year 2016 or the taxable year beginning in 2016 (see instructions for Part XIV)? <i>If "Yes," complete Part XIV</i>		<input checked="" type="checkbox"/>
10 Did any persons become substantial contributors during the tax year? <i>If "Yes," attach a schedule listing their names and addresses</i>	<input checked="" type="checkbox"/>	

Part VII-A Statements Regarding Activities (continued)

11	At any time during the year, did the foundation, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If "Yes," attach schedule (see instructions)	11	Yes	No
12	Did the foundation make a distribution to a donor advised fund over which the foundation or a disqualified person had advisory privileges? If "Yes," attach statement (see instructions)	12		X
13	Did the foundation comply with the public inspection requirements for its annual returns and exemption application? Website address ► N/A	13	X	
14	The books are in care of ► 501 Commons Telephone no ► (206) 682-6704 Located at ► 1200 12th Ave S Ste. 1101 Seattle, WA 98144 ZIP+4 ► 98144			
15	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of Form 1041 - Check here <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the year ► 15			
16	At any time during calendar year 2016, did the foundation have an interest in or a signature or other authority over a bank, securities, or other financial account in a foreign country?	16	Yes	No
	See the instructions for exceptions and filing requirements for FinCEN Form 114. If "Yes" enter the name of the foreign country ►			X

Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required

File Form 4720 if any item is checked in the "Yes" column, unless an exception applies.

1a	During the year did the foundation (either directly or indirectly)		Yes	No
(1)	Engage in the sale or exchange, or leasing of property with a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(2)	Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(3)	Furnish goods, services, or facilities to (or accept them from) a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(4)	Pay compensation to, or pay or reimburse the expenses of, a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(5)	Transfer any income or assets to a disqualified person (or make any of either available for the benefit or use of a disqualified person)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(6)	Agree to pay money or property to a government official? (Exception. Check "No" if the foundation agreed to make a grant to or to employ the official for a period after termination of government service, if terminating within 90 days) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
b	If any answer is "Yes" to 1a(1)-(6), did any of the acts fail to qualify under the exceptions described in Regulations section 53.4941(d)-3 or in a current notice regarding disaster assistance (see instructions)? <input type="checkbox"/> Organizations relying on a current notice regarding disaster assistance check here. ► <input type="checkbox"/>	1b		
c	Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2016?	1c		X
2	Taxes on failure to distribute income (section 4942) (does not apply for years the foundation was a private operating foundation defined in section 4942(j)(3) or 4942(j)(5))			
a	At the end of tax year 2016, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2016? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "yes," list the years ►			
b	Are there any years listed in 2a for which the foundation is not applying the provisions of section 4942(a)(2) (relating to incorrect valuation of assets) to the year's undistributed income? (If applying section 4942(a)(2) to all years listed, answer "No" and attach statement - see instructions) <input type="checkbox"/>	2b		
c	If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here ►			
3a	Did the foundation hold more than a 2% direct or indirect interest in any business enterprise at any time during the year? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
b	If "Yes," did it have excess business holdings in 2016 as a result of (1) any purchase by the foundation or disqualified persons after May 26, 1969, (2) the lapse of the 5-year period (or longer period approved by the Commissioner under section 4943(c)(7)) to dispose of holdings acquired by gift or bequest, or (3) the lapse of the 10-, 15-, or 20-year first phase holding period? (Use Schedule C, Form 4720, to determine if the foundation had excess business holdings in 2016) <input type="checkbox"/>	3b		
4a	Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4a		X
b	Did the foundation make any investment in a prior year (but after December 31, 1969) that could jeopardize its charitable purpose that had not been removed from jeopardy before the first day of the tax year beginning in 2016?	4b		X

Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required (continued)

5a During the year did the foundation pay or incur any amount to

(1) Carry on propaganda, or otherwise attempt to influence legislation (section 4945(e))? ☐ Yes ☒ No

(2) Influence the outcome of any specific public election (see section 4955), or to carry on, directly or indirectly, any voter registration drive? ☐ Yes ☒ No

(3) Provide a grant to an individual for travel, study, or other similar purposes? ☐ Yes ☒ No

(4) Provide a grant to an organization other than a charitable, etc., organization described in section 4945(d)(4)(A)? (see instructions) ☐ Yes ☒ No

(5) Provide for any purpose other than religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals? ☐ Yes ☒ No

b If any answer is "Yes" to 5a(1)-(5), did any of the transactions fail to qualify under the exceptions described in Regulations section 53.4945 or in a current notice regarding disaster assistance (see instructions)? ☐ Yes ☒ No

Organizations relying on a current notice regarding disaster assistance check here ☐

c If the answer is "Yes" to question 5a(4), does the foundation claim exemption from the tax because it maintained expenditure responsibility for the grant? ☐ Yes ☐ No

If "Yes," attach the statement required by Regulations section 53.4945-5(d)

6a Did the foundation, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? ☐ Yes ☒ No

b Did the foundation, during the year, pay premiums, directly or indirectly, on a personal benefit contract? ☐ Yes ☒ No

If "Yes" to 6b, file Form 8870

7a At any time during the tax year, was the foundation a party to a prohibited tax shelter transaction? ☐ Yes ☒ No

b If "Yes," did the foundation receive any proceeds or have any net income attributable to the transaction? ☐ Yes ☒ No

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors**1** List all officers, directors, trustees, foundation managers and their compensation (see instructions).

(a) Name and address	(b) Title, and average hours per week devoted to position	(c) Compensation (if not paid, enter -0-)	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
Mary McCullough 2410 Boyer Ave NE Ste. 1 Seattle, WA 98112	Board Member 02.00			
Maureen Brotherton 2410 Boyer Ave NE Ste 1 Seattle, WA 98112	Board President 02.00			
Theresa James 2410 Boyer Ave NE Ste. 1 Seattle, WA 98112	Board Vice President 02.00			
Colleen Raymond 2410 Boyer Ave NE Ste. 1 Seattle, WA 98112	Board Secretary 02.00			

2 Compensation of five highest-paid employees (other than those included on line 1 - see instructions). If none, enter "NONE."

(a) Name and address of each employee paid more than \$50,000	(b) Title, and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
NONE				
NONE				
NONE				
NONE				
NONE				

Total number of other employees paid over \$50,000

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors (continued)**3** Five highest-paid independent contractors for professional services (see instructions). If none, enter "NONE."

(a) Name and address of each person paid more than \$50,000	(b) Type of service	(c) Compensation
NONE		
NONE		
NONE		
NONE		
NONE		

Total number of others receiving over \$50,000 for professional services

**Part IX-A** Summary of Direct Charitable Activities

List the foundation's four largest direct charitable activities during the tax year. Include relevant statistical information such as the number of organizations and other beneficiaries served, conferences convened, research papers produced, etc.

Expenses

1 N/A

2

3

4

Part IX-B Summary of Program-Related Investments (see instructions)

Describe the two largest program-related investments made by the foundation during the tax year on lines 1 and 2

Amount

1 N/A

2

All other program-related investments See instructions

3

Total. Add lines 1 through 3



Part X Minimum Investment Return (All domestic foundations must complete this part. Foreign foundations, see instructions.)

1	Fair market value of assets not used (or held for use) directly in carrying out charitable, etc., purposes		
a	Average monthly fair market value of securities	1a	147,124.
b	Average of monthly cash balances	1b	69,028.
c	Fair market value of all other assets (see instructions)	1c	
d	Total (add lines 1a, b, and c)	1d	216,152.
e	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation)	1e	
2	Acquisition indebtedness applicable to line 1 assets	2	
3	Subtract line 2 from line 1d.	3	216,152.
4	Cash deemed held for charitable activities. Enter 1½ % of line 3 (for greater amount, see instructions)	4	3,242.
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	212,910.
6	Minimum investment return. Enter 5% of line 5	6	10,646.

Part XI Distributable Amount (see instructions) (Section 4942(j)(3) and (j)(5) private operating foundations and certain foreign organizations check here ☐ and do not complete this part.)

1	Minimum investment return from Part X, line 6	1	10,646.
2a	Tax on investment income for 2016 from Part VI, line 5	2a	26.
b	Income tax for 2016 (This does not include the tax from Part VI)	2b	
c	Add lines 2a and 2b	2c	26.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	10,620.
4	Recoveries of amounts treated as qualifying distributions	4	
5	Add lines 3 and 4	5	10,620.
6	Deduction from distributable amount (see instructions)	6	
7	Distributable amount as adjusted. Subtract line 6 from line 5. Enter here and on Part XIII, line 1.	7	10,620.

Part XII Qualifying Distributions (see instructions)

1	Amounts paid (including administrative expenses) to accomplish charitable, etc., purposes		
a	Expenses, contributions, gifts, etc. — total from Part I, column (d), line 26	1a	142,485.
b	Program-related investments — total from Part IX-B	1b	
2	Amounts paid to acquire assets used (or held for use) directly in carrying out charitable, etc., purposes	2	
3	Amounts set aside for specific charitable projects that satisfy the		
a	Suitability test (prior IRS approval required)	3a	
b	Cash distribution test (attach the required schedule)	3b	
4	Qualifying distributions. Add lines 1a through 3b. Enter here and on Part V, line 8, and Part XIII, line 4	4	142,485.
5	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income. Enter 1% of Part I, line 27b (see instructions)	5	26.
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	142,459.

Note. The amount on line 6 will be used in Part V, column (b), in subsequent years when calculating whether the foundation qualifies for the section 4940(e) reduction of tax in those years.

Part XIII Undistributed Income (see instructions)

	(a) Corpus	(b) Years prior to 2015	(c) 2015	(d) 2016
1 Distributable amount for 2016 from Part XI, line 7				10,620.
2 Undistributed income, if any, as of the end of 2016				
a Enter amount for 2015 only				
b Total for prior years				
3 Excess distributions carryover, if any, to 2016				
a From 2011 111,886.				
b From 2012 108,271.				
c From 2013 161,296.				
d From 2014 159,163.				
e From 2015 154,725.				
f Total of lines 3a through e	695,341.			
4 Qualifying distributions for 2016 from Part XII, line 4 ▶ \$ 142,485.				
a Applied to 2015, but not more than line 2a.				
b Applied to undistributed income of prior years (Election required - see instructions)				
c Treated as distributions out of corpus (Election required - see instructions)				
d Applied to 2016 distributable amount				10,620.
e Remaining amount distributed out of corpus	131,865.			
5 Excess distributions carryover applied to 2016 (If an amount appears in column (d), the same amount must be shown in column (a))				
6 Enter the net total of each column as indicated below:				
a Corpus. Add lines 3f, 4c, and 4e. Subtract line 5.	827,206.			
b Prior years' undistributed income. Subtract line 4b from line 2b				
c Enter the amount of prior years' undistributed income for which a notice of deficiency has been issued, or on which the section 4942(a) tax has been previously assessed				
d Subtract line 6c from line 6b. Taxable amount - see instructions				
e Undistributed income for 2015. Subtract line 4a from line 2a. Taxable amount - see instructions				
f Undistributed income for 2016. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2017				
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3) (Election may be required - see instructions)				
8 Excess distributions carryover from 2011 not applied on line 5 or line 7 (see instructions)	111,886.			
9 Excess distributions carryover to 2017. Subtract lines 7 and 8 from line 6a	715,320.			
10 Analysis of line 9				
a Excess from 2012 108,271.				
b Excess from 2013 161,296.				
c Excess from 2014 159,163.				
d Excess from 2015 154,725.				
e Excess from 2016 131,865.				

Part XIV Private Operating Foundations (see instructions and Part VII-A, question 9)

1a If the foundation has received a ruling or determination letter that it is a private operating foundation, and the ruling is effective for 2016, enter the date of the ruling ▶

b Check box to indicate whether the foundation is a private operating foundation described in section ☐ 4942(j)(3) or ☐ 4942(j)(5) or

	Tax year	Prior 3 years			(e) Total
	(a) 2016	(b) 2015	(c) 2014	(d) 2013	
2a Enter the lesser of the adjusted net income from Part I or the minimum investment return from Part X for each year listed					
b 85% of line 2a					
c Qualifying distributions from Part XII, line 4 for each year listed					
d Amounts included in line 2c not used directly for active conduct of exempt activities					
e Qualifying distributions made directly for active conduct of exempt activities Subtract line 2d from line 2c					
3 Complete 3a, b, or c for the alternative test relied upon					
a "Assets" alternative test— enter					
(1) Value of all assets					
(2) Value of assets qualifying under section 4942(j)(3)(B)(i)					
b "Endowment" alternative test—enter 2/3 of minimum investment return shown in Part X, line 6 for each year listed					
c "Support" alternative test - enter					
(1) Total support other than gross investment income (interest, dividends, rents, payments on securities loans (section 512(a)(5)), or royalties)					
(2) Support from general public and 5 or more exempt organizations as provided in section 4942(j)(3)(B)(iii)					
(3) Largest amount of support from an exempt organization					
(4) Gross investment income					

Part XV Supplementary Information (Complete this part only if the foundation had \$5,000 or more in assets at any time during the year— see instructions.)

- 1 Information Regarding Foundation Managers:**
- a** List any managers of the foundation who have contributed more than 2% of the total contributions received by the foundation before the close of any tax year (but only if they have contributed more than \$5,000) (See section 507(d)(2))

Nancy A. Pleas

- b** List any managers of the foundation who own 10% or more of the stock of a corporation (or an equally large portion of the ownership of a partnership or other entity) of which the foundation has a 10% or greater interest

None

- 2 Information Regarding Contribution, Grant, Gift, Loan, Scholarship, etc., Programs:**
- Check here ☒ if the foundation only makes contributions to preselected charitable organizations and does not accept unsolicited requests for funds. If the foundation makes gifts, grants, etc. (see instructions) to individuals or organizations under other conditions, complete items 2a, b, c, and d

a The name, address, and telephone number or e-mail address of the person to whom applications should be addressed

b The form in which applications should be submitted and information and materials they should include

c Any submission deadlines

d Any restrictions or limitations on awards, such as by geographical areas, charitable fields, kinds of institutions, or other factors

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient	If recipient is an individual show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
Name and address (home or business)				
a Paid during the year				
Achon Uganda Children's Fund PO Box 91639 Portland, OR 97291	None	PC	Further Charitable Purpose	1,500.
Amara Parenting & Adoption 5907 Martin Luther King Jr Way Seattle, WA 98118	None	PC	Further Charitable Purpose	800.
Amara Parenting & Adoption 3300 E Union St Seattle, WA 98122	None	PC	Further Charitable Purpose	1,000.
American Diabetes Association 1701 N Beauregard St Alexandria, VA 22311	None	PC	Further Charitable Purpose	500.
Atlantic Street Center 2106 S Atlantic Street Seattle, WA 98144	None	PC	Further Charitable Purpose	250.
Bainbridge Schools Foundation 8489 Madison Ave E Bainbridge Island, WA 98110	None	PC	Further Charitable Purpose	3,000.
Bertchi School Annual Fund 2227 10th Ave E Seattle, WA 98102	None	PC	Further Charitable Purpose	1,500.
Boyer Children's Clinic 1850 Boyer Avenue E Seattle, WA 98112	None	PC	Further Charitable Purpose	500.
Total			3a	142,485.
b Approved for future payment				
Total			3b	

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
a Paid during the year				
Camp Nor'wester PO Box 1055 Edmonds, WA 98020	None	PC	Further Charitable Purpose	200.
CASA of San Mateo 330 Twin Dolphin Drive Ste. 139 Redwood City, CA 94065	None	PC	Further Charitable Purpose	1,500.
Cascadia Art Museim 190 Sunset Ave Ste. E Edmonds, WA 98020	None	PC	Further Charitable Purpose	1,000.
Center for Children and Youth Justice 65 2nd Ave Ste. 275 Seattle, WA 98104	None	PC	Further Charitable Purpose	300.
Children's Hospital Research Foundation 4800 Sandpoint Way NE Seattle, WA 98105	None	PC	Further Charitable Purpose	500.
City Harvest 6 East 32nd St, 5th Floor New York, 10016	None	PC	Further Charitable Purpose	1,000.
Crohn's & Colitis Foundation of America 9 Lake Bellevue Dr Ste. 203 Bellevue, WA 98005	None	PC	Further Charitable Purpose	1,000.
Discovery Institute 208 Columbia Street Seattle, WA 98104	None	PC	Further Charitable Purpose	200.
Total			3a	142,485.
b Approved for future payment				
Total			3b	

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
Name and address (home or business)				
a Paid during the year				
Edmonds Center for the Arts 410 4th Ave N Edmonds, WA 98020	None	PC	Further Charitable Purpose	1,000.
Edmonds Community College 20000 68th Ave W Lynnwood, WA 98036	None	PC	Further Charitable Purpose	1,000.
Education Across Borders 5623 Rainier Ave S Seattle, WA 98118	None	PC	Further Charitable Purpose	250.
Evergreen Freedom Foundation PO Box 552 Olympia, WA 98507	None	PC	Further Charitable Purpose	300.
Fare Start 700 Virginia Street Seattle, WA 98101	None	PC	Further Charitable Purpose	400.
Friedreich's Ataxia Research Alliance 533 W Uwchlan Ave Dowington, PA 19335	None	PC	Further Charitable Purpose	250.
GiveWell 182 Howard St Ste. 208 San Francisco, CA 94105	None	PC	Further Charitable Purpose	3,080.
Greater Trinity Academy 11229 4th Ave West Everett, WA 98204	None	PC	Further Charitable Purpose	250.
Total				3a 142,485.
b Approved for future payment				
Total				3b

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
a Paid during the year				
Helping Link 1032 S Jackson St Ste. C Seattle, WA 98104	None	PC	Further Charitable Purpose	250.
Heritage Foundation 214 Massachusetts Ave NE Washington, DC 20002	None	PC	Further Charitable Purpose	300.
Holy Names Annual Giving 725 21st Ave E Seattle, WA 98112	None	PC	Further Charitable Purpose	500.
House of Mercy 725 Hudson Ave Rochester, NY 14621	None	PC	Further Charitable Purpose	2,575.
Insight Meditation Society 1230 Pleasant S Barre, MA 01005	None	PC	Further Charitable Purpose	1,000.
Joe Torre Safe at Home Foundation 55 West 39th St New York, 10018	None	PC	Further Charitable Purpose	250.
King County Salvation Army 111 Queen Anne Avenue North Seattle, WA 98109	None	PC	Further Charitable Purpose	1,500.
KUOW Puget Sound Public Radio 4518 University Way NE Ste. 310 Seattle, WA 98105	None	PC	Further Charitable Purpose	120.
Total			3a	142,485.
b Approved for future payment				
Total			3b	

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
a Paid during the year				
Leukemia & Lymphoma Society 123 NW 36th St Ste. 100 Seattle, WA 98107	None	PC	Further Charitable Purpose	500.
Little Sisters of The Poor 2875 South James Drive New Berlin, WI 53151	None	PC	Further Charitable Purpose	500.
Mary's Place 1830 9th Ave Seattle, WA 98101	None	PC	Further Charitable Purpose	500.
Minds Matter 1120 Avenue of the Americas, 4th Fl New York, NY 10036	None	PC	Further Charitable Purpose	4,600.
Mockingbird Society 2100 24th Ave South Ste. 240 Seattle, WA 98144	None	PC	Further Charitable Purpose	200.
Montessori Childrens House 5003 218th Ave NE Redmond, WA 98053	None	PC	Further Charitable Purpose	500.
Recovery Cafe 2022 Boren Avenue Seattle, WA 98121	None	PC	Further Charitable Purpose	350.
Salvation Army ARC 1000 4th Ave South Seattle, WA 98134	None	PC	Further Charitable Purpose	1,500.
Total			3a	142,485.
b Approved for future payment				
Total			3b	

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
a Paid during the year				
Salvation Army 111 Queen Ave North Ste. 300 Seattle, WA 98109	None	PC	Further Charitable Purpose	500.
Seattle Preparatory School 2400 11th Ave E Seattle, WA 98102	None	PC	Further Charitable Purpose	42,550.
Seattle University 901 12th Avenue Seattle, WA 98122	None	PC	Further Charitable Purpose	4,500.
Soulumination 1113 NW 52nd St Ste. A Seattle, WA 98107	None	PC	Further Charitable Purpose	500.
St. Bridget Church 4900 NE 50th Street Seattle, WA 98105	None	PC	Further Charitable Purpose	15,000.
St. Matthew's Episcopal Day School 204 E 2nd Ave Ste. 732 San Mateo, CA 94401	None	PC	Further Charitable Purpose	1,500.
Surf for Life 54 Coop Court Encinitas, CA 92024	None	PC	Further Charitable Purpose	650.
Swedish Medical Center Foundation 747 Broadway Seattle, WA 98122	None	PC	Further Charitable Purpose	500.
Total 3a 142,485.				
b Approved for future payment				
Total 3b				

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
a Paid during the year				
Teens in Public Service 2900 NE Blakeley Street Ste. B Seattle, WA 98105	None	PC	Further Charitable Purpose	13,000.
The Bear Creek School 8905 208th Ave NE Rdmond, WA 98053	None	PC	Further Charitable Purpose	1,000.
The Children's Center at BGG 5251 Sandpoint Way NE, Bldg 5 Seattle, WA 98015	None	PC	Further Charitable Purpose	650.
The Children's School 4515 16th Ave NE Seattle, WA 98105	None	PC	Further Charitable Purpose	500.
The Healing Center 6409 1/2 Roosevelt Way NE Seattle, WA 98115	None	PC	Further Charitable Purpose	500.
The Middle East & North Africa Regional Fellowship Program 2112 9th St NW Ste. 1 Washington, DC 20001	None	PC	Further Charitable Purpose	1,500.
The Sea Doc Society 942 Deer Harbor Rd Eastsound, WA 98245	None	PC	Further Charitable Purpose	500.
TIPS 2900 NE Blakeley St Ste. B Seattle, WA 98105	None	PC	Further Charitable Purpose	750.
Total			3a	142,485.
b Approved for future payment				
Total			3b	

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
a <i>Paid during the year</i>				
United Way of King County 720 2nd Ave Seattle, WA 98104	None	PC	Further Charitable Purpose	1,100.
University Beyond Bars PO Boc 31525 Seattle, WA 98103	None	PC	Further Charitable Purpose	1,000.
University Child Development 5062 9th Ave NE Seattle, WA 98105	None	PC	Further Charitable Purpose	1,500.
University Prep 8000 25th Ave NE Seattle, WA 98115	None	PC	Further Charitable Purpose	1,000.
UP School of Business Board 5000 N Willamette Blvd Portland, OR 97203	None	PC	Further Charitable Purpose	1,500.
UW Foster School of Business ADF PO Boc 359505 Seattle, WA 98195	None	PC	Further Charitable Purpose	1,500.
UW Law School Foundation PO Box 359505 Seattle, WA 98195	None	PC	Further Charitable Purpose	1,500.
Villa Academy 5001 NE 50th St Seattle, WA 98105	None	PC	Further Charitable Purpose	9,500.
Total 3a 142,485.				
b <i>Approved for future payment</i>				
Total 3b				

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
Name and address (home or business)				
a Paid during the year				
W.M Keck Observatory 65-1120 Mamalahoa Hwy Kamuela, HI 96743	None	PC	Further Charitable Purpose	1,000.
Washington Policy Center PO Box 3643 Seattle, WA 98124	None	PC	Further Charitable Purpose	500.
Wellspring Family Services 1191 Second Avenue Ste. 690 Seattle, WA 98101	None	PC	Further Charitable Purpose	250.
YWCA 2820 E Cherry St Seattle, WA 98122	None	PC	Further Charitable Purpose	250.
Banchemo Disability Partners 13732 Midvale Ave N Ste. 103 Seattle, WA 98133	None	PC	Further Charitable Purpose	100.
Boston College Connell School of Nursing 140 Commonwealth Ave Chestnut Hill, MA 02467	None	PC	Further Charitable Purpose	100.
Childhaven 316 Broadway Seattle, WA 98122	None	PC	Further Charitable Purpose	100.
Dana-Farber Cancer Institute 10 Brookline Place West, 6th Floor Brookline, MA 02445	None	PC	Further Charitable Purpose	
Total			3a	142,485.

b Approved for future payment

Total			3b	







Part XV Supplementary Information (continued)**3** Grants and Contributions Paid During the Year or Approved for Future Payment

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
a Paid during the year				
Duke University 614 W Mains St Durham, NC 27708	None	PC	Further Charitable Purpose	50.
Harvard Graduate School of Education 13 Appian Way Cambridge, MA 02138	None	PC	Further Charitable Purpose	100.
Lakeside School 14050 First Ave N Seattle, WA 98125	None	PC	Further Charitable Purpose	100.
Mother Mentors Whidbey Island PO Box 92 Langley, WA 98260	None	PC	Further Charitable Purpose	100.
Natural Resources Defense Council 40 West 20th St, 11th Floor New York, NY 10011	None	PC	Further Charitable Purpose	100.
Seattle Children's Hospital PO Box 5371 Seattle, WA 98145	None	PC	Further Charitable Purpose	100.
Seattle Children's Theatre 201 Thomas Street Seattle, WA 98109	None	PC	Further Charitable Purpose	100.
Seattle Nativity School 2800 S Massachusetts St Seattle, WA 98144	None	PC	Further Charitable Purpose	100.
Total 3a 142,485.				
b Approved for future payment				
Total 3b				

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
Name and address (home or business)				
a Paid during the year				
Washington Trails Association 705 2nd Ave Ste. 300 Seattle, WA 98104	None	PC	Further Charitable Purposes	100.
Summer Search 1109 1st Ave Ste. 209 Seattle, WA 98101	None	PC	Further Charitable Purpose	110.
Total			3a	142,485.
b Approved for future payment				
Total			3b	

Information Regarding Transfers To and Transactions and Relationships With Noncharitable Exempt Organizations

	Yes	No
		
1a(1)		X
1a(2)		X
		
1b(1)		X
1b(2)		X
1b(3)		X
1b(4)		X
1b(5)		X
1b(6)		X
1c		X

(1) Cash	1a(1)	X
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(2) Other assets	1a(2)	X
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(1) Sales of assets to a noncharitable exempt organization	1b(1)		X
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(2) Purchases of assets from a nonchantable exempt organization	1b(2)		X
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(3) Rental of facilities, equipment, or other assets	1b(3)		X
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(4) Reimbursement arrangements	1b(4)	X
--	-------	---

(5) Loans or loan guarantees	1b(5)	X
--	-------	---

(6) Performance of services or membership or fundraising solicitations	1b(6)		X
--	-------	--	---

1c		X
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[illegible]

(a) Name of organization	(b) Type of organization	(c) Description of relationship

- DocuSigned by

☒ Yes ☐ No

Date _____

Title

Phone no
(206) 682-6704

Name of organization
Riley & Nancy Pleas Family Foundation

Employer identifying number
91-1663829

Form 990-PF Professional Fees Expense

Supporting Details for Form 990-PF, Part I, Line 16

(a) Description	(b) Revenue and expenses per books	(c) Net investment income	(d) Adjusted net income	(e) Disbursement for charitable purpose
Legal fees:				
Legal Fees	153.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
Accounting fees:				
2015 Form 990-PF Prep	3,000.	500.	0.	0.
Bookkeeping	810.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
Other professional fees:				
Contracted Services	200.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.

Employer identifying number
91-1663829

[illegible]

(a) Description	(b) Date Acquired, Completed, or Expended	(c) Amount Amortized	(d) Deduction for Prior Years	(e) Amortization Period	(f) Current Year Amortization	(g) Net Investment Income	(h) Adjusted Net Income	(i) Total Amount of Amortization
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Name of organization
Riley & Nancy Pleas Family Foundation

Employer identifying number
91-1663829

Form 990-PF Other Expenses

Supporting Details for Form 990-PF, Part II, Line 10a, 10b, and 10c

Investments - U.S. and state government obligations

(a) Description	US Govt. Securities		State and Local Govt Securities	
	(b) End of Year Book Value	(c) End of Year Fair Market	(b) End of Year Book Value	(c) End of Year Fair Market
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.
	0.	0.	0.	0.

Investments - corporate stock

(a) Description	(b) End of Year Book Value	(c) End of Year Fair Market
Investments Corporate Stock	62,578.	155,175.
	0.	0.
	0.	0.
	0.	0.
	0.	0.
	0.	0.
	0.	0.
	0.	0.
	0.	0.
	0.	0.

Name of organization
Riley & Nancy Pleas Family Foundation

Employer identifying number
91-1663829

Form 990-PF Substantial Contributors

Supporting Details for Form 990-PF, Part VII-A, Line 10

(a) Name (enter either the person's name or the
 business's name)

(b) Address

Person	Street address		Room or suite no.
Nancy Pleas	5020 NE 45th Street		
Business	City, town or post office	State	ZIP Code
	Seattle	WA	98105
	Foreign country	Foreign province/county	Foreign postal code
Person	Street address		Room or suite no.
Business	City, town or post office	State	ZIP Code
	Foreign country	Foreign province/county	Foreign postal code
Person	Street address		Room or suite no.
Business	City, town or post office	State	ZIP Code
	Foreign country	Foreign province/county	Foreign postal code
Person	Street address		Room or suite no.
Business	City, town or post office	State	ZIP Code
	Foreign country	Foreign province/county	Foreign postal code
Person	Street address		Room or suite no.
Business	City, town or post office	State	ZIP Code
	Foreign country	Foreign province/county	Foreign postal code