



ALBERTA ADOLESCENT RECOVERY CENTRE

2010 GOLF DONATION FORM

DONOR / COMPANY NAME: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ **POSTAL CODE:** _____

TELEPHONE: _____ **FAX:** _____

AARC CONTACT: _____

DESCRIPTION OF ITEM/DONATION: _____

EXPIRY DATE / CONDITIONS: _____

RETAIL VALUE(s): _____ **RECEIPT** () YES () NO

SIGNATURE OF DONOR: _____ **DATE** _____

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MONETARY DONATION

Payment () Cash () Cheque () VISA () Mastercard () AMEX

Card Number: _____ **Expiry Date:** _____

Name as it appears on Credit Card: _____

Signature: _____

Revenue Canada Receipting of auction items donations.

Please note: A tax receipt cannot be issued for a donation of services or gift certificates.

- o Contributions of services, that is, of time, skills or efforts, are not property, and therefore they **do not** qualify as gifts for purposes of issuing official donation receipts. (See CPC-017 for further clarification)
- o If item is out of inventory, such as donated by a business or artist who claims revenue from their artwork, an invoice indicating value of item or an invoice indicating costs of materials is required.
- o If donor has owned item for less than 3 years, a copy of the original receipt/invoice is to be attached. If more than 3 years, an independent appraisal is required to determine fair market value.
- o Cash donations will qualify for a tax receipt, which will be issued in the name of the donor. (See CPC-101 for further clarification)

Letters of Entitlement: Where applicable, a gift certificate or letter of entitlement (on your company letterhead) stipulating conditions, should be provided by the donor for presentation to the successful bidder / winner of the auction item.

Auction Items: The organizing committee may combine donated items where necessary to create a truly unique auction prize or tub draw prize.

Please mail, fax or email completed charity auction form with your letter of entitlement to:

Liz Smith

lsmith@aacrc.ab.ca

Fax: 403-640-2520

Tel 403-253-5250

303 Forge Road S.E. , Calgary, AB T2H 0S9