

FUNDRAISING FINAL REPORT

Make sure that all donation forms are complete and legible and that all cheques are correctly completed, signed, dated and made payable to CARE Canada. Tax receipts will be issued for all donations of \$10 or more. Please compile all cheques, donation forms and this form and send it to the Corporate and Community Engagement team at: **CARE CANADA**

**c/o Corporate and Community Engagement
9 Gurdwara Rd
Ottawa, ON K2E 7X6**

* Please note that you shouldn't send cash in the mail. Should you have collected cash, deposit it in your account and issue a cheque to CARE Canada in the same value.

EVENT NAME: _____

EVENT DATE: _____

EVENT LOCATION: _____

EVENT ORGANIZER'S NAME: _____

Address: _____

City: _____ Province: _____

Postal Code: _____

Phone: _____

Email: _____

SIGNATURE: _____

DATE: _____

FUNDRAISING SUMMARY

GIFT AMOUNT (\$)

DONORS (#)

Cheque Donations

Credit Card Donations

Special event donations

(i.e. ticket, sponsorship) *Non-receiptable

TOTALS

* Please visit the CRA Tax Receipt Guidelines for more information on what donations can receive a tax receipt

