

# General Donation Form

This document verifies that the following was donated to the Richmond Board of Education:

Donation Amount	
I would like this donation to go to the following school*	
I would like this donation to be used for the following program**	

*\*Required.*

*\*\*Optional. Examples: music program at ABC Secondary School; library at XYZ Elementary School.*

The board will seek to fulfill the intent of this donation in compliance with the School Act and its Regulations, the Income Tax Act, and its Regulations, and with the Board Policy and Regulations. Donations can be subject to a general direction but decisions regarding specific beneficiaries of one of its established programs must be the exclusive responsibility of the board.

Whenever possible, the contribution will be distributed either to the school specified by the contributor or to the board's general operating funds.

Donations made to the board to support a specific child's participation in an activity or tour will not be receipted by official tax receipts for income tax purposes.

Donor's Signature		Date	
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Is an official receipt for income tax purposes required?                      Yes                      No

If yes, please provide the following information

Last Name		First Name	
Street Address		City	
Province		Postal Code	
		Phone Number	

Thank you for supporting School District No. 38 (Richmond).