

Sample official donation receipts

Sample # 1 - Cash gift (no advantage)

Official Donation Receipt For Income Tax Purposes

Receipt # _____

Charity name
Canadian charity address
Charity BN/Registration #

Date donation received: _____

Donated by: _____
(First name, initial, last name)

Address: _____

Eligible amount of gift for tax purposes: _____

Date receipt issued: _____

Location issued: _____

Authorized signature: _____

For information on all registered charities in Canada under the *Income Tax Act* please visit:

Canada Revenue Agency www.cra.gc.ca/charities

Sample #2 - Cash gift with advantage

Official Donation Receipt For Income Tax Purposes

Receipt # _____

Charity name
Canadian charity address
Charity BN/Registration #

Date donation received: _____

Donated by: _____
(First name, initial, last name)

Address: _____

Total amount of cash received by charity =
_____ **A**

Value of advantage =
_____ **B**
(cash/fair market value of property or services)

Eligible amount of gift for tax purposes: =
_____ **C**
(line A minus line B)

Date receipt issued: _____

Location issued: _____

Authorized signature: _____

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Sample #3 - Non-cash gift (no advantage)

Official Donation Receipt For Income Tax Purposes

Receipt # _____

Charity name
Canadian charity address
Charity BN/Registration #

Date donation received: _____

Donated by: _____
(First name, initial, last name)

Address: _____

Eligible amount of gift for tax purposes: _____
(fair market value of property)

Description of property
received by charity: _____

Appraised by: _____

Address of appraiser: _____

Date receipt issued: _____

Location issued: _____

Authorized signature: _____

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visit:**

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Sample # 4 - Non-cash gift with advantage

Official Donation Receipt For Income Tax Purposes

Receipt # _____

Charity name
Canadian charity address
Charity BN/Registration #

Date donation received: _____

Donated by: _____
(First name, initial, last name)

Address: _____

Total amount received by charity = _____ **A**
(fair market value of property)

Value of advantage = _____ **B**
(cash/fair market value of property or services)

Eligible amount of gift for tax purposes: = _____ **C**
(line A minus line B)

Description of property
received by charity: _____

Appraised by: _____

Address of appraiser: _____

Date receipt issued: _____

Location issued: _____

Authorized signature: _____

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