

File No. 1770.20

**DONOR PARTICULARS:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Note: This form issued by the City of Cranbrook is your receipt for the value of the donation. Normally this receipt is all that is required for your tax purposes. However, individuals or some businesses may prefer a Charitable Donation Tax Receipt.

Please check here if you would like the Charitable Donation Tax Receipt

\$\_\_\_\_\_ Donation Amount

**ACKNOWLEDGEMENT:**

*I, \_\_\_\_\_, the Donor, fully understand and agree that my donation will be applied to the Kinsmen Pickleball Courts, and in no way constitutes ownership of any portion of the courts by the donor, nor the land upon which it is situated, or the surrounding lands.*

*I understand that payment must be made payable to the **City of Cranbrook** and this Acknowledgement must be signed prior to the City issuing a Charitable Donation Tax Receipt.*

*Donations will be held by the City of Cranbrook and released to the Cranbrook Pickleball Club upon request.*

_____ Name	_____ Date
_____ (Print) Name of City of Cranbrook staff receiving donation	_____ Signature

**Please make cheques payable to the City of Cranbrook**

**Return a copy of this form and payment to:** **Cranbrook City Hall  
40 – 10<sup>th</sup> Avenue South  
Cranbrook, BC V1C 2M8**

Please call 250-489-0233 (City Hall) for additional information.

This information is collected by the City of Cranbrook in accordance with the *Community Charter* and is protected under the *Freedom of Information and Protection of Privacy Act*. The information will be used for tax purposes. Should you have any questions about the collection of this personal information, please contact the City of Cranbrook, Municipal Clerk / FOI Coordinator at 250.426.4211.

Office Use Only	Date Received:	Charitable Donation Receipt Issued: <input type="checkbox"/> Yes <input type="checkbox"/> No	Received by: (Initials)

**Distribution: Original: City of Cranbrook      Copy: Donor      Copy: Cranbrook Pickleball Club**