



# Item Information Form

Detailed Item Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Item can be exchanged for different size:  Yes  No

Item Value: \$ \_\_\_\_\_

Tax Receipt:

An **invoice or receipt** clearly indicating the value of the donation **must accompany the donated item** or a tax receipt will not be issued.

**Please note:** When requesting a tax receipt for an invoiced item, the receipt can **only** be issued to the name that appears on the invoice.

**Canada Customs and Revenue Agency regulations prohibit issuance of tax receipts for donation of services. (hotel rooms, use of a condo, aesthetic services, massage etc.)**

Tax Receipt Required:  No  Yes

Donated by: \_\_\_\_\_

Contact Person (if donor is a business): \_\_\_\_\_

Donor's Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_

Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_ FAX \_\_\_\_\_

Email \_\_\_\_\_

Renfrew Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Please ensure that every space above is completed.**

### Donation Deadline:

January 20<sup>th</sup>, 2023

### Event Information:

Renfrew Educational Services Foundation  
24<sup>th</sup> Annual Charity Gala  
March 9<sup>th</sup>, 2023  
Westin Calgary

### Forward Item and Form To:

24<sup>th</sup> Annual Charity Gala  
Renfrew Educational Services Foundation  
2050 - 21 Street NE  
Calgary, Alberta, T2E 6S5

### Enquiries:

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