



How to issue tax receipts

The Foundation adheres to the rules of the Canada Revenue Agency and is solely responsible for tax receipts and their issuance, where applicable, in accordance with its policies.

Tax receipts are issued to those who made the donation or took part in the activity rather than to the organizer.

Where donations are made via an activity fundraising page hosted by the Foundation, donors will automatically receive an electronic tax receipt for their online donation.

For all other donations and activity participations, the organizer must provide the Foundation with a detailed report within 30 days of the activity. This report must be submitted electronically, and for each donation/participation, must include the name of the donor/participant, their full mailing address, the amount of the donation/participation, the method of payment, and, if applicable, the donor's email address and phone number with area code.

With respect to participation costs, the organizer will also be required to indicate the value of any benefits received by the participant (e.g., food and beverages, entertainment, gift bags) and provide proof of same. This amount must be deducted from the cost of participation when determining the amount eligible for a receipt.

Note: For credit card donations, the tax receipt is issued in the name of the cardholder. For a donation by cheque, the tax receipt is issued to the name appearing on the cheque as the holder of the account from which the cheque is drawn.