

Form 1: Special Event Tax Receipt Request

Use this form for basic events like sponsoring a participant in a race, dares such as pie throwing or 'Dressed this Way for United Way' gifts.



United Way
 Alberta Capital Region
 myunitedway.ca

15132 Stony Plain Road
 Edmonton, AB T5P 3Y3
 P: (780) 990-1000 F: (780) 990-0203

For all other special events, refer to the Tax Receipting Guide at www.myunitedway.ca/campaign.

Questions? Contact Campaign Support at campaignsupport@myunitedway.ca or 780-990-1000.

Step 1. Event coordinator - complete the following

Organization's name & address			
Name of event coordinator		Telephone #	
Special event description		Date of event	

Step 2. Donors - complete the following information

Please note: Donations must be a minimum of \$10 per event to receive a tax receipt.

Internal Use	Donor or sponsor name & address Please print						Method of payment (select one)			Gift Amount <i>e.g. \$25.00</i>
	First	Last	Address	City	Prov	Postal Code	Cash	Chq	Other	

Registered Charitable Organization Business Number: 11926 0487 RR0001

Step 3. Include this receipt request when you deliver funds to your United Way representative. Requests must be received by December 15.

If the funds have already been sent to United Way please provide date sent _____

Internal use only	1 Account #	2 Andar Envelope #	3 Notes	4 Processed
-------------------	-------------	--------------------	---------	-------------

Please note: Attach additional lists if you run out of space.