**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](http://www.cra-arc.gc.ca/charities/index.html)

**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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Canada Revenue Agency** [www.cra.gc.ca/charities](http://www.cra-arc.gc.ca/charities/index.html)

**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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Canada Revenue Agency** [www.cra.gc.ca/charities](http://www.cra-arc.gc.ca/charities/index.html)

**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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Canada Revenue Agency** [www.cra.gc.ca/charities](http://www.cra-arc.gc.ca/charities/index.html)