

## Donation Receipts

As a donor, you should make sure your receipt includes the following:

- » a statement that the receipt is an “official receipt for income tax purposes”;
- » your name and address;
- » the charity’s Business Number/Registration Number;
- » the amount of the cash donation or the fair market value of the non-cash donation;
- » the date of the donation (the year is sufficient for donations of cash);
- » the CRA’s name and website address ([www.cra.gc.ca/charities](http://www.cra.gc.ca/charities)); and
- » a unique serial number.

You do not have to claim all charitable donations each year on your current-year income tax return. You can apply them in any of the next 5 years.



*“Ask before you give”*

## For more information in British Columbia call:

### BC Health and Seniors’ Information Line

Toll free 1-800-465-4911  
Monday to Friday  
from 8:30 a.m. to 4:30 p.m.

### VictimLINK

Toll free 1-800-563-0808  
24 hours, 7 days a week

If you think someone is trying to raise money dishonestly, please contact:

### Crime Stoppers

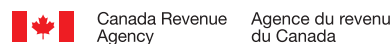
1-800-222-TIPS (8477)

### PhoneBusters

1-888-495-8501

*Get the Facts  
Before You Give*

[www.gov.bc.ca/seniors](http://www.gov.bc.ca/seniors)



## Donating to Charities

# Get the Facts Before You Give



## Donating to Charities

Most charities are honest. Unfortunately there are people who pretend to raise money for charity and keep it for themselves.

You may be contacted by mail, e-mail, phone or in person. Once a donation has been made, there is usually nothing you can do to get it back.

## Ask Before You Give

Don't be afraid to ask lots of questions, or to say "I am not interested."

» What activities does the charity do, and where?

» What is the charity's registration number?

» Can I get a tax receipt?

» How much of my donation goes directly to helping others? How much goes to administration and fundraising costs?

» Can you send me more information before I donate?

## Protect Yourself

» **Know the charity.** Get information about the charity before you donate.

» **Don't give in to emotion** or pressure. Take time to think about your decision. A real charity will take your donation anytime.

» **Donate to organizations**, not to people.

» **Never give or send cash.** Use

cheques payable to the charity's full name. Read and keep all your receipts.

» **Don't give out your personal information.** Your credit card

numbers, Social Insurance Number and bank account information should not be needed to make a donation.

» **Beware of copycats.** Some names sound like well-known charities to fool you. Make sure you know which organization you're donating to.

**Check the facts.**

## Charities Listings

- » which organizations you would like to help;
- » how much you can afford to give;
- » when you will give during the year.

## Planned Giving

Planning in advance can protect you from being a victim of fraud. You can take time to think about:

» which organizations you would like to help;

» how much you can afford to give;

» when you will give during the year.

The Canada Revenue Agency (CRA) website has a useful resource called *Giving to Charity: Information for Donors*. It provides facts about tax savings, donation receipts, the regulation of charities, and how to be an informed donor.

You can search the Charities Listings, a list of all the registered charities in Canada. For a particular charity you can find contact information, a description of the charity's activities, and financial information.

Visit [www.cra.gc.ca/donors](http://www.cra.gc.ca/donors) (English) or [www.arc.gc.ca/donateurs](http://www.arc.gc.ca/donateurs) (French)

Or call toll free

**Canada Revenue Agency**

1 800 267-2384 (for service in English) or 1 888 892-5667 (for service in French)