

Guidelines for Issuing Tax Receipts:

Victoria Hospice and Palliative Care Foundation is designated as a Registered Charity by the Canada Revenue Agency (CRA). To maintain Registered Charity status, the Foundation must meet certain requirements of the Income Tax Act. Among the requirements, the Income Tax Act is very specific about the definition of a charitable gift and issuing tax receipts.

Organizers of fundraising events for the benefit of Victoria Hospice should consider the issues around tax receipts early in the planning process. **Please call Victoria Hospice Fund Development Office at 250-591-1744 to discuss charitable receipts prior to promoting the event, obtaining sponsorship, or selling tickets.**

As a rule, Victoria Hospice and Palliative Care Foundation will issue tax receipts for gifts to special events of \$20 or more if:

- Gifts meet CRA criteria (See “What is a gift?” via the link below)
- Complete donor information (name, address, date of gift) accompanies the gifts

For complete information on the Canada Revenue Agency’s tax receipting rules, please visit

<https://www.canada.ca/en/revenue-agency/services/charities-giving/charities/operating-a-registered-charity/receiving-gifts/what-a-gift.html>