Smithers Community Services Association

Title	Donation Form
Categories	Human Resources
Sub-Categories	Fund Development
Form No.	015-HR-FD
Effective Date	November 11, 2026

Donor Information			
First Name		Last Name	
Organization Name		Email Address	
Residential Address		Mailing Address	
Preferred Method of Contact	☐ Phone ☐ Email ☐ Mail	Phone #	

Donation Details

Type of Donation (Select all that apply)

☐ Monetary Donation ☐ Gift Cards
☐ Food Items ☐ Gift/toys
☐ Others: _____

Preferred Method of Payment (if monetary):
☐ Cash ☐ Cheque ☐ E-transfer

Donation Amount or Estimated Value: _____

Tax Receipt Required ☐ Yes ☐ No

Donation Methods

Donations can be made by:

- **E-transfer**: *admin@scsa.ca (password: Smithers)*
- **Cheque or Cash**: mailed or dropped off at:
  Smithers Community Services Association (Old Train Station)
  102 – 3815 Railway Ave., Box 3759
  Smithers, BC V0J 2N0

Purpose of Donation

☐ General Donation ☐ Christmas Hamper Donation Others: _____

Additional Comments/Information's

Donor Signature		Date	

Office Use Only			
Receipt #		Receipt Provided	☐ Yes ☐ No
Donation Amount		Received at	
Received by		Date & Signature	