

FUNDRAISING PROCEEDS SUMMARY

Event/Group name: _____

Contact (primary organizer): _____

Phone number: _____ Email: _____

Address: _____

City: _____

Province: _____ Postal Code: _____

| FUNDRAISING SUMMARY | | TOTAL |
|---------------------------------|-------------------|-----------|
| Number of cheques | | |
| | CHEQUE TOTAL | \$ |
| Number of credit card donations | | |
| | CREDIT CARD TOTAL | \$ |
| TOTAL AMOUNT ENCLOSED: | | \$ |

Your fundraising submission package should include all competed individual donation forms and your completed Fundraising Proceeds Summary.

➤ **Important things to note:**

- Charitable donation receipts are only issued when requested and will be mailed directly to each donor.
- Please attach the cheque directly to the corresponding donation form
- No cash donations accepted
- The total revenue raised from the event must be reported to the Humanitarian Coalition. Expenses should be budgeted separately and should not be deducted from the total revenues collected and reported to the Humanitarian Coalition.

Questions about this form or the donation process? Email info@humanitariancoalition.ca

By checking this box, I confirm that I have accounted for all donations collected.

Signature: _____ Date: _____

**HUMANITARIAN
COALITION** 

 Canadian Lutheran
World Relief


 care



 OXFAM
Canada

 OXFAM
Québec

 PLAN
International

 Save the Children

Together saving more lives