



## Town of Rimbey Policy Manual

Title: Donation Tax Receipts		Policy No: 1704	
Date Approved: January 9, 2017		Resolution No: 014/17	
Date Effective: January 9, 2017			
Purpose: To establish guidelines for the issuance of tax receipts for donations in kind.			
<b>Policy Statement:</b>  <ol style="list-style-type: none"><li>1. Tax receipts for donations in kind will only be issued for gifts with a value of \$100.00 or more.</li><li>2. Individuals donating goods should provide a purchase receipt or appraisal as proof of value. For those gifts where a purchase receipt or appraisal is not possible, the value shall be determined by the Chief Administrative Officer or Director of Finance.</li><li>3. Tax receipts for donations in kind shall only be issued and signed by the Chief Administrative Officer or the Director of Finance.</li></ol>			
Initial Policy Date:	August 8, 2006	Resolution No:	248/06
Revision Date:	January 9, 2017	Resolution No.	014/17
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