

LEAVE A LEGACY PROGRAM

Donation Form

Contribute to the improvement and expansion of local parks and greenways through our gifting program. Residents, businesses and organizations are invited to select from a choice of three gift types.

Standard Gifts

Donations of a set dollar amount to cover the cost of installing typical park features such as of benches, tables, kiosks, native plants and signs, often in memory of someone or to celebrate a special birthday or anniversary. Donations are being accepted for specific locations as outlined on the attached list of standard gifting opportunities.

Custom Gifts

Contributions of labour, materials or money of no set amount which assist with the acquisition or development of parks such as community group constructing a viewing stand; a business providing services "in kind", or a donation of cash to assist with a service, land purchase or construction project.

Distinctive Gifts

Donations of securities, irrevocable beneficiary designations, bequests, eco-gifts and land donations.

Please accept my donation for

Please contact me to discuss a gift

Plaque Inscription for Standard Gifts:

Inscription must fit on a 4"x 12" plaque and be of 100 characters/letters or less.

If you wish, please feel free to explain the personal significance of this donation below.

Enclosed is my:

- Cheque
- Credit card information

CREDIT CARD #: _____ **VCode:** _____

EXPIRY DATE: _____ **VISA** **Mastercard**

NAME: _____

MAILING ADDRESS: _____

NAME ON CARD: _____

TELEPHONE #: _____

EMAIL: _____

It is the responsibility of the donor to update the CVRD with changes in contact information.

Terms and Conditions

1. Standard gift fees charges:

Gift	Fee	Gift	Fee
50 Native Plants	\$500	Kiosks	\$3,750
Benches	\$1,300	Park Entrance Sign	\$4,500
Tables	\$2,750		

These fees reflect the price of all materials and labour plus \$25 a year to cover the cost of maintaining the gift for up to ten (10) years. Where a gift is being shared by two or more donors, the fee will be split equally among the donors plus the cost of any additional plaques. Plaques added to existing facilities are subject to the same fees.

2. The CVRD shall maintain standard gifts for a period of up to ten (10) years. At the end of the initial ten (10) year term, the original donor may renew their gift. The cost of renewal will be determined by the fees being charged at that time and whether portions of the original gift (i.e. a bench plaque or bench frame) can be reused. Should the donor opt not to renew their gift the CVRD will have the option to offer the location to another donor, leave the gift in place or remove the item. The CVRD will offer the gift and plaque to the donor or their family, business or organization if the item is removed.
3. The CVRD will not replace the standard gift if destroyed. The donor may replace the gift for the remaining portion of their ten-year term for a fee equal to the cost of replacement.
4. Gifts must contribute to CVRD objectives. The items shall have community and political support, have aesthetic appeal, follow regional district design standards and be placed in an appropriate location.
5. The CVRD will issue a tax-deductible receipt for gifts other than in-kind services. Where there is no set value for the donation, the tax receipt will be based on a third party, professional appraisal or other external resource.
6. Standard gifts shall be recognized by a plaque or sign. Recognition of other gifts may include a plaque, sign, certificate, public announcement or advertisement, participation in an official opening, public unveiling, webpage or other acknowledgment in accordance with other regional district polices and as approved by the manager of parks.

7. The donation of a gift does not entitle the donor to any business from the CVRD, nor any naming rights for CVRD facilities.
8. The location, design and installation of each gift is subject to the approval of the manager of parks at the CVRD. All gifts of securities and all gifts worth more than \$10,000 shall be subject to approval of the regional board.
9. The CVRD reserves the right to:
 - a) determine the type and style of standard and custom gifts, taking into consideration maintenance requirements;
 - b) approve the wording on plaques and other recognition items;
 - c) remove, relocate or dispose any item for operational reasons. A reasonable effort shall be made to notify the donor if their donation is affected;
 - d) use the lands adjacent to gifted items as it deems appropriate;
 - e) not to accept a gift; and
 - f) determine the use of gifts, if for whatever reason, the gift cannot be used as originally intended.
10. Gifts of land shall be subject to a risk assessment and clearance of any and all liabilities including a phase 1 environment assessment as well as approval of the regional board.
11. Gifts of land under the Ecological Gifts Program administered by Environment Canada are subject to the terms of the *Income Tax Act* of Canada.
12. To assist potential donors in selecting a gift and location CVRD staff will maintain a list of gifting opportunities. It is recognized that not all gifts will be desirable or appropriate at each park and that the number of available locations is limited.
13. The CVRD may publish my name to acknowledge my gift. Names would be listed on the regional district website and within the CVRD annual report.

Thank you! Each contribution further enriches regional district parks and greenways. You help leave a legacy that shall benefit Valley residents and visitors today and for years to come. On behalf of all those who will enjoy and benefit from your gift we say thank you for caring and sharing with the community.

We will issue a charitable tax receipt in your name and for all other contributors to the gift.

We would like to further acknowledge your gift. May we list your name and gift:
on the CVRD website. Yes No thanks

Would you like to receive a certificate of appreciation signed by the regional board chair?
Yes No thanks

I understand and accept without restriction or reservation the above terms and conditions associated with my gift.

Signature: _____

Date: _____