



CHECKLIST

Have you included / followed / completed the following:

- ☐ Foundation Club Application
- ☐ Project Application Form
- ☐ Template for Donees Database
- ☐ Submitted to:

Foundation Chair
P.O. Box 12055 Edmonton, Alberta T5J 3L2
Or Email: d4foundation@d4kin.ca

- ☐ Formula Example (for cash/gift-in-kind/golf tournament donations/sponsorship)
- ☐ Sample letter re: donation to registered charity