



TOWN OF LAC DU BONNET POLICY

SECTION: General Administration (Finance)

NUMBER: 03-25/GEN

TITLE: Tax Receipt Policy

PAGES:2

1. Intent

To provide the public with an opportunity to make eligible monetary donations to specific groups or organizations supported by the Town of Lac du Bonnet, and to ensure that official donation receipts for income tax purposes can be issued in accordance with Canada Revenue Agency (CRA) requirements.

2. Definitions

- a. Town – refers to the Town of Lac du Bonnet
- b. Groups/Organizations – include, but are not limited to:
 - i. Fire and Water Music Festival
 - ii. Hero's Alliance (Lunch is on Us)
 - iii. Lac du Bonnet Arena
 - iv. Lac du Bonnet Chamber of Commerce
 - v. Lac du Bonnet Community Centre
 - vi. Lac du Bonnet Community Garden
 - vii. Lac du Bonnet Curling Club
 - viii. Lac du Bonnet Food Bank
 - ix. Lac du Bonnet Heritage Corporation
 - x. Lac du Bonnet Historical Society
 - xi. Lac du Bonnet Lions Club
 - xii. Lac du Bonnet Minor Baseball Association
 - xiii. Lac du Bonnet Minor Hockey Association
 - xiv. Lac du Bonnet Pioneer Club
 - xv. Lac du Bonnet Regional Library
 - xvi. Lac du Bonnet Slo-Pitch League
 - xvii. Lac du Bonnet Wildlife Association
 - xviii. Lac du Bonnet Youth Recreation Centre
 - xix. Rats Fore the Rink

3. Inclusion of Additional Organizations

Requests for the inclusion of additional groups or organizations not listed in this policy must be submitted to Council for consideration. Council shall determine eligibility based on alignment with municipal objectives, community benefit, and CRA donation criteria. Council's decision shall be final.


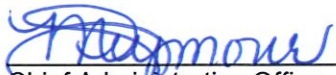
4. Donation Procedure

- a. All donations must be made to the "Town of Lac du Bonnet"

- b. The town will issue tax receipts within 30 days of receiving the donation.
- c. A record of all donations and issued tax receipts shall be maintained by the Town of Lac du Bonnet in accordance with CRA guidelines.

5. Review and Authority

- a. This policy will be reviewed every three (3) years or as directed by Council. Amendments require Council approval.

Approved by:	Resolution No. 2025-398	Original Issue Date:	August 14, 2025
Date of Last Issue:		Revision No:	
Signatures:	 _____ Mayor	 _____ Chief Administrative Officer	