

## DONATION POLICY

There are different ways people can make a donation to the London Dog Owners Association and to the Off Leash Dog Parks.

### **Tax Receipt Required:**

These funds are used for Off Leash Dog Parks only.

- I. The cheque **MUST** be made payable to the City Of London – Treasurer and **MUST** say Off Leash Park Donation on the memo line.
- II. It can be given to any member of the LDOA and they in turn will hand it over to the treasurer who will make a note of the cheque then personally deliver it to the Finance & Corporate Services/Finance - Financial Services at City Hall.
- III. If a person would like they can mail their cheque directly to City Hall following the same point in item “I” above. The direct address is: P.O. Box 5035, London, ON N6A 4L9. Attention: Financial Services. In this case the LDOA will not have a record of the donation.
- IV. The City of London will issue a tax receipt following their procedures.

### **No Tax Receipt Required:**

- I. The cheque must be made payable to the London Dog Owners Association.
- II. Cash is also accepted.
- III. Any member can receive the donation and they will turn it over the treasurer.
- IV. The treasurer will keep a record of it and send a thank-you note.
- V. No tax receipt will be issued.
- VI. Unless otherwise noted the donation can be used as the LDOA sees fit. Funds can go to the off leash dog parks, educational material or to cover normal operating business expenses. No person at LDOA receives any monies for their work. They are all volunteers.