

# **Gift-in-Kind Acceptance and Receipting Policy**

Jewish Family & Child (JF&CS) welcomes tangible gifts that enable it to fulfill its mission to support the healthy development of individuals, children, families, and communities through prevention, protection, counselling, education and advocacy services, within the context of Jewish values.

## **Donation of New Items**

Please contact our Donation Department <u>before</u> dropping off any donations: 416.638.7800 x 6999 <u>donations@jfandcs.com</u>

We are always grateful for gifts of goods or services that we can pass along to our clients. Examples include:

- tickets to sporting events, theatre, concerts or other entertainment
- gift certificates/cards for department stores, clothing and shoe stores, or supermarkets
- new toys and games for children of all ages

We <u>cannot</u> accept the following items at our office:

- furniture
- stuffed animals
- non-kosher food
- perishable food or unwrapped food (e.g., home-baked goods, even if claimed to be kosher)
- electronics (e.g., appliances, computers, video game systems)
- beauty products from unrecognizable companies
- baby formula
- books
- DVDs, videos or videogames
- automobiles
- works of art
- medical equipment or supplies

Please make arrangement to drop off items at our Central Branch at the Lipa Green Building (4600 Bathurst Street) with a staff member from the Donations Department. We are unable to offer pick-up services.

## **Donation of Used Items**

The Just a Second Shop (operated by JF&CS) can accept the following gently used items in good condition:

- clothing
- toys
- books
- small household items (bedding, towels, dishes, small appliances)

## Just a Second Shop 4117 Bathurst St Toronto, ON M3H 3P4 416-633-9898 (more information about the Just a Second Shop) Revenue from the Just a Second Shop supports JF&CS's Camping Program.

Clothing only can also be dropped at one of our Just a Second Shop donation boxes:

- Associated Hebrew School, 300 Atkinson Avenue, Thornhill
- Prosserman JCC, 4588 Bathurst Street (back parking lot)
- Beth Tikvah Synagogue, 3080 Bayview Avenue
- Beth Tzedec Congregation, 1700 Bathurst Street, Toronto

## Tax Receipts for Gifts-in-Kind

As per CRA regulations, JF&CS can only issues tax receipts for new items. The value of the item must be documented.

## Documentation required for a tax receipt:

- Proof of purchase, such as a receipt or invoice
  - The receipts must be original receipts
  - The invoice must have donor's name and address on it

JF&CS reserves the right to refuse any items that do not align with its mission or for other reasons as determined by the Donation Department.