DONATION COVER SHEET

Please complete a separate form for each philanthropy event. Include all individual checks made out to the Foundation and convert all cash into a money order made payable to ***Alpha Phi Foundation Canada.***

DO NOT deposit all checks into your BillHighway account and send a single check. Additionally, please DO NOT send cash via the postal service.

Within 30 days of the event, *please send all donations with a completed Donation Cover Sheet to:*

Alpha Phi Foundation Canada
544 Fortye Drive
Peterborough, ON
K9K 2H2
Or to finance@alphaphifoundation.ca

Chapter: _____

Event Name: _____

Event Date: _____ Today's Date: _____

Total Number of Checks & Money Orders: _____

Total Amount of Checks & Money Orders: $ _____

Contact Name: _____

Contact Email: _____ Phone #: + 1 (_____) _____ - _____

Signature: _____ Date Signed: _____

Additional Notes:

FOR FOUNDATION OFFICE USE ONLY:

Received By	*Initials*	*Date*