



2018 ADOPT – A- FAMILY

Sponsor Application

SPONSOR NAME: _____

Address: _____ Town/City: _____
_____ Postal Code: _____

Contact Name: _____

Phone: _____ *Fax: _____

Email: _____

Program Options:

OPTION #1: Family Shopper Sponsor

Sponsor agrees to provide gifts (family "gift" list provided) in the minimum amount of \$75 per CHILD, * (NEW) a minimum \$50 gift card for the PARENT PLUS \$50 Food Gift Certificate per person

Please check your Preference: _____ single mother with (# of children) _____
_____ single father with (# of children) _____
*please note there are very few Dads available

OPTION #2: Gift Card Sponsor only

Sponsor agrees to provide GIFT CERTIFICATES only, (volunteers are available to shop for you.)

Please check your Preference:

Will provide (# of) _____ GROCERY GIFT CARDS in the amount of \$ _____ each

Will provide (# of) _____ GIFT CERTIFICATES in the amount of \$ _____ each

OPTION #3: General Donation Sponsor only

Sponsor wishing to make a CASH donation only.

Donation Amount Enclosed: \$ _____

For more information about the Adopt a Family program please go to our website at www.womensoutreach.ca/services/adopt-a-family/

May we include you on our mailing list for our monthly newsletter? Yes No

Authorizing Signature

Date

Please return this form to: The Outreach Centre
4101- 54th Avenue, Red Deer, AB T4N 7G3
Fax: 403-342-4154 Email: darcy.ouellet@womensoutreach.ca

Privacy Statement: The collection of you personal information will be in compliance with the Freedom of Information and Privacy Act Your personal information will be held in confidence and will not be released without your consent.



Adopt – a – Family **Sponsor Information**

Family “Adoption”

- Sponsors will be contacted by email as soon as a match is made and we ask for a read receipt for confirmation that you have received the email.
- Please remember that some matches will not be made until closer to Christmas as applications are often received in late December when a family realizes that their last pay-cheque will not suffice. **If you have a deadline for shopping, please note this on this form and we will make every effort to accommodate your request.**

Family “Gift” Lists:

- Sponsors will be provided with the family’s “gift” list which has your “adopted” family’s assigned identification number on it.
- **Please remember:** we screen this list to ensure the “appropriateness” of the gift items provided to us by the family. However, if you have any concerns regarding please advise us.

***Parent Gift*:**

- Please note that we have decided to have sponsors gift the parent of the family with a gift card instead of a gift. Some of the reasons behind doing this are because it can be very difficult for many of the parents to ask for something for themselves, there were many language barriers and we thought it would be a nice treat for the parent to choose what they would like for a gift.

Gift Wrapping:

- **Please wrap** (paper or gift bags) all gifts and put the individual’s first name on it.
- Deliver them as a group in a box(s) and **label with the family identification number.**
- **On the outside** of the box, **please attach the food gift certificates in an unsealed envelope labeled “Food Gift Cards and Family Number”.** This assists us in matching the correct gifts and food gift cards to the family.
- **The Outreach Centre does not have the ability to refrigerate items.** The grocery gift card provides the family the opportunity to create their own Christmas meal.

Delivery of Sponsor Packages, Gift Cards and Grocery Cards:

- To ensure delivery, all sponsor packages must be delivered to our office no later than December 16th. We attempt to have all parcels given to families by December 19th.
- Late night drop off for sponsors will be on Nov 28, Dec 2, Dec 5, Dec 9, Dec 12 and Dec 16 from 5pm till 8pm.
- The Women’s Outreach is located at: **4101 54th Avenue, Red Deer**
- **Office Hours:** Monday – Friday **8:15 – 4:15 pm open during lunch**

For more information:

- If you have any questions call: **403-347-2480** e-mail: darcy.ouellet@womensoutreach.ca

Thank you for your support and participation!

Charitable Receipt Information

If you would like a Charitable Receipt for yourself, your company or company employees, please fill out the required information below for each person/company requesting a charitable receipt.

All information must be completely filled out in order to receive a Charitable Receipt.

Please be advised that we require all the original receipts for Gift in Kind donations.

PLEASE PRINT INFORMATION CLEARLY

Name: _____ Amount: _____

Address: _____ City: _____ Province: _____ Postal Code: _____

Phone Number: _____ Email Address: _____

Name: _____ Amount: _____

Address: _____ City: _____ Province: _____ Postal Code: _____

Phone Number: _____ Email Address: _____

Name: _____ Amount: _____

Address: _____ City: _____ Province: _____ Postal Code: _____

Phone Number: _____ Email Address: _____