



## HOW IT WORKS:

On behalf of the Durham Children's Aid Foundation, thank you for supporting our annual **Holiday Hope** program by donating a gift hamper. With this program, we are able to match you with a deserving youth or family, who need a little hope this holiday season. Please note, in this gift hamper package, DCAF has been able to provide you with detailed information on the family or youth to help you choose gifts that will have the greatest impact.

New privacy legislation was introduced in 2020 to protect the clients we serve from being identified. This may prevent us from sharing particular details of a family's circumstance in the event they can be identified. Each gift match includes; the family story, the gender and ages of each family member, a brief wish list along with clothing and shoe sizes. As you start purchasing items for your youth or family gift hamper, please note some helpful tips to keep in mind on page 2.

## WHERE AND WHEN TO DELIVER HAMPERS:



Durham Children's Aid Foundation  
1320 Airport Boulevard, Oshawa ON



Friday, December 1st to  
Friday, December 8th

Monday to Friday  
between the hours of 9:00 am - 4:00 pm

- At the back of the building there is a loading dock please ring the Holiday Hope bell and a volunteer or staff will come to greet you!
- Staff and volunteers will be available to assist you - there's no need to call ahead first!
- All drop-offs will occur outside.

## WHY IS THIS DEADLINE IMPORTANT?

This will allow our caseworkers and staff enough time to deliver these packages to the families/youth !



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## HELPFUL TIPS:

- Please complete the attached **Donation Form** and place all receipts for each item purchased in an envelope and staple to donation form. **Why do we ask for all receipts?** By law, all items that come in without a receipt have to be looked up for market value by a fair market assessor.

**! Please note, tax receipts will be issued if requested on accompanying tax form provided for items over \$30 (before tax). Store receipts need to be included in order for the receipt to be issued.**

- Along with each gift hamper please include a **\$100 grocery gift card** so the family or youth recipient can make a Holiday Meal that represents their own traditions and beliefs. If you are able, please include your gift card balance receipt.
- Please do not gift wrap any items. We are required to visually check each donated item. This also gives caregivers a chance to see what their child is receiving and allows them the opportunity to wrap the gifts themselves and get excited by knowing what they are receiving. Please note, we welcome the donation of wrapping paper and gift bags to be included with your hamper.
- Please do not inquire as to sizes and wish lists for caregivers. The mandate of the Foundation is dedicated to the well-being of children in need, recently we made the difficult decision of no longer including caregivers on our wish list due to the increasing demands on the program and our hope that more children may be sponsored in this upcoming holiday season. However, if you would like to include a gift for the caregiver, please consider either topping up the grocery gift card amount or providing a gift card.



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### FINAL CHECK LIST:



Mark packages (clear bags, boxes, large gift bags) with both donor and recipient numbers (include the donation form and receipts).



Place your gift card(s) in an envelope with donor/recipient.



Place receipts for gift items in your envelope.



Provide the envelope to Holiday Hope Staff/Volunteer when you deliver your package.

**THANK  
YOU!**

The Durham Children's Aid Foundation is grateful for your generosity and support. We hope the Holiday Hope Program will continue to be simple, fun and enjoyable for everyone.

If you have any questions or concerns, please contact  
[Leslie.McLean@durhamcaf.ca](mailto:Leslie.McLean@durhamcaf.ca).

Sincerely,

*The Staff and Volunteers of the Holiday Hope Program*



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