

Event Toolkit FAQ

Here at the Arnprior Regional Health Foundation (ARHF), we know how crucial the community's support is to our work, which is why we are so grateful that you have chosen to organize an event on our behalf.

We created this FAQ so your third-party event can run smoothly from start to finish. However, should you have any questions throughout the process, please contact Christine Waite, Manager, Annual Giving by [email](mailto:cwaite@arnpriorhealth.ca) or by phone (613-623-3166 ext. 362).

1. How does the money I raise make a difference?

We are so gracious for your support! Your group has the option to designate the funds towards the Grove redevelopment project or towards the replacement of life-saving equipment at the Arnprior & District Memorial Hospital to ensure that we can *Bring Great Care Home*. Alternatively, you can choose to designate your donation to Arnprior Regional Health's area of greatest need and where it makes a lasting impact for residents of the greater Arnprior area. If you have any questions, please feel free to contact Christine Waite by email at cwaite@arnpriorhealth.ca or at 613-623-3166, ext. 362.

Here's a snapshot of the impact donors have made:

- Purchase of life-saving digital mammography equipment to ensure women are appropriately screened and their quality of life is enhanced
- Acquisition of cutting edge digital x-ray equipment for the diagnosis of illness and injury
- Major update and renovation of the Emergency Department

2. What can ARHF do to promote my event?

We understand promotion is important to the success of your event and we are happy to help! Arnprior Regional Health Foundation would love to share or like your social media posts to promote your event to our social media followers, which include local businesses and members of the Arnprior community. If you have any questions or would like to speak further about how we can help, please feel free to contact Christine Waite at cwaite@arnpriorhealth.ca or at 613-623-3166, ext. 362.

3. What event can I put together to make an impact for students in Ottawa?

We are so glad to hear that you are interested in putting together an event to support the Arnprior Regional Health Foundation. If you are looking for inspiration, please refer to our **Event Checklist** or the successful events that are listed on Facebook page. Events that have been coordinated in the past include: hosting a silent auction, a breakfast, a bake sale or a hockey tournament. The choice is yours! If you need any guidance, have questions or want to speak through your ideas, please feel free to contact Christine Waite by email at cwaite@arnpriorhealth.ca or at 613-623-3166, ext. 362.



4. What is ARHF's mailing address?

Our mailing address is as follows:

*Arnprior Regional Health Foundation
350 John Street North,
Arnprior, Ontario
K7S 2P6*

5. What is your charitable registration number?

Thank you for choosing to support the Arnprior Regional Health Foundation. As a charitable non-profit we have been granted the following CRN by the Canadian Revenue Agency (CRA): 832583744 RR0001

6. How do I submit the donations to ARHF? What information do I need to include?

Thank you so much for your hard work, time and commitment to enhancing the lives of people who access Arnprior Regional Health programs and services. To send your donations to ARHF and start making an impact, please feel free to contact us directly at 613-623-3166, ext. 362 or mail a cheque to our office located at 350 John Street North, Arnprior, ON, K7S 2P6.

To ensure we apply the funds appropriately, we ask that you do not send money or change via mail, as it may get lost. Also, should you require a charitable tax receipt because the donor has not received something in return for their contribution, please include the donor's name, mailing address, phone number and email. Please note: This information will not be shared for any other reason.

As per CRA regulations, a non-profit with charitable status is not permitted to disburse a receipt for tax purposes if the donor receives something in return for their gift (known as an "advantage"), including, but not limited to, entrance into a race, attendance of an event etc.

For any other enquiries, please contact Christine Waite by email at cwaite@arnpriorhealth.ca or at 613-623-3166, ext. 362.

Thank you for thinking of the Arnprior Regional Health Foundation. Have fun hosting your event!