



# TAKE A SEAT DONATION FORM

[rdc.ab.ca/takeaseat](http://rdc.ab.ca/takeaseat)

The personal information that you provide on this form is being collected under the authority of the Income Tax Act and the Freedom of Information and Protection of Privacy Act of Alberta. It will be used by Community Relations for the purposes of issuing a tax receipt, donor recognition, fund raising, future correspondence, and will be incorporated into our donor database. The information will be protected in compliance with the provisions of the Freedom of Information and Protection of Privacy Act of Alberta. If you have questions regarding the collection and use of this personal information, please contact the Director of Development, Community Relations, Red Deer College, 100 College Blvd., Box 5005, Red Deer AB T4N 5H5. Telephone 403.342.3360. Revenue Canada Registered Charity Business Number: 89051 5570 RR0001

## DONOR INFORMATION

COMPANY OR INDIVIDUAL NAME		CONTACT (if different)	
ADDRESS	CITY	PROVINCE	POSTAL CODE
E-MAIL ADDRESS	TELEPHONE	FAX	
DONOR SIGNATURE		DATE	
I AM A: <input type="checkbox"/> RDC Alum/Former Student <input type="checkbox"/> RDC Employee <input type="checkbox"/> Former RDC Employee <input type="checkbox"/> RDC Student <input type="checkbox"/> RDC Supporter <input type="checkbox"/> Other			
How did you hear about Take A Seat?			

Learn more about this opportunity at <http://rdc.ab.ca/takeaseat>. There, you will find more information on the Athletics Leadership Fund Endowment, the Performance Gymnasium and Ice Arena, and how to buy individual or season tickets in these facilities.

## PAYMENT DETAILS

I would like to make a one-time donation of <b>\$500</b>	I would like to make a monthly donation of <b>\$41.67</b> for <b>12</b> months
Please contact Community Relations at 403.342.3175 to make a donation larger than \$500	

## METHOD OF GIVING

Cash	Cheque	Visa	Mastercard	American Express
Credit Card#:				Expiry:
Signature:				

\*Credit card payments will be processed the first Friday of every month.

<b>Please make cheques payable to:</b>	Red Deer College Foundation
<b>Send to:</b>	Take A Seat Project - ATTN: Advancement & Activation Advisor, Community Relations Red Deer College 100 College Blvd, PO Box 5005 Red Deer, AB T4N 5H5
FOR OFFICE USE ONLY	
FIRST INSTALMENT DATE	FINAL INSTALMENT DATE
CREDIT CARD EXPIRY DATE (if applicable)	

You're invited to choose which seat you'd like your plaque to appear on. For a seat map of each facility, visit the Take A Seat webpage: <https://alumnifriends.rdc.ab.ca/take-a-seat> and use the "Selecting a Seat" links on the right hand side of the screen. All efforts are made to keep this map current, but requests will be processed in the order in which they are received. If your preferred seat is unavailable, we will contact you to arrange an alternate.

## VENUE AND SEAT PREFERENCES

Performance Gymnasium	Ice Arena	No Preference	Preferred Seat Number:	No Preference
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## PLAQUE ENGRAVING

PLEASE PROVIDE EXACT ENGRAVING BELOW. Max 3 lines and 20 characters per line. Spaces and punctuation count as characters.


Designer may re-arrange text or adjust spacing to suit plaque if necessary. RDC reserves the right to edit orders of questionable

## AUTHORIZED SIGNATURE FOR RECEIVING DEPARTMENT

SIGNATURE	DATE
With my signature, I approve the content entered above to be correct.	
FOR OFFICE USE ONLY	
APPROVAL	BATCH
RECEIPT NUMBER	FINANCE