Holiday Hampers

This year the Campus Food Bank has received requests for over 300 Holiday Hampers, and we are seeking your assistance in filling them. All donations are greatly appreciated, no amount is too small to give. If you, your family or department would like to donate to this drive, we would be grateful for your support.

Please contact Pradeep Bobby (<u>pbobby@mun.ca</u>) by November 30, 2023, if you are interested in organizing a departmental hamper funds drive.

Registration with us is very important, so that we can plan our collection details. We plan to collect funds on Wednesday, December 6th, for those doing office collections.

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Office Collections

 If your department office has collected funds in the past, you may already have an office organizer, who will be reaching out. If you don't have an office volunteer organizer and you wish to take the task on, we'd be very appreciative of that. (Email Pradeep as noted above) Our collection day from you will be December 6th. You will be able to give us your funds via cash, cheque, or e-transfer.

Individual or family donations

- 1. You can mail us a cheque, made out to Campus Food Bank. Just write Campus Food Bank on the internal envelope, too. Please mail it by December 1st. If sending from home, our Canada Post address is Campus Food Bank, Memorial University, St. John's NL A1C 5S7. Please allow enough postal time so it is received in our office by December 6th.
- 2. You can give by e-transfer to foodbank@mun.ca. Put a comment in your e-transfer, or send a separate email to us, with your department name (or home address). We will need that to know where to send the tax receipt. Please donate by December 6th.

Please note that we are not collecting food for hampers this year, only funds. We are hoping for donations in <u>any</u> amount, so that we can fund \$150 per requested hamper.

Tax receipts will be issued for monetary donations collected in departments, where donor names are specified. Receipts for employees who give in the office, via mailed in cheque, or e-transfer, will be sent via email.

Thanks in advance for your support!