



## WEDDING DONATION PROGRAM **FREQUENTLY ASKED QUESTIONS**

### **How does the program work?**

We know planning a wedding can be stressful so we aim to make your wedding donation an easy process. Start by contacting us for an information package and details about the materials we have available for order.

When you're ready, complete the order form that is included with your information package and return it to us.

Once we have your order, we'll update the materials with your names and wedding date and send you an electronic proof for your review and approval. Changes to the message can be made if needed.

At this time, we'll also work with you to secure your donation. You can make your donation online or by calling us with your credit card details. A tax receipt for the full amount of your contribution will be provided.

Once you have approved the proofs and completed your donation we will print your materials. You can pick up the package from our Foundation office or they will be mailed to you via Canada Post.

### **How does my donation help?**

From pediatric research and staffing to specialized facilities and equipment, every element that makes BC Children's Hospital unique requires a significant investment. Your donation will help fund innovative patient programs, purchase urgently needed equipment and support life-changing research into childhood diseases. More importantly, your gift will help to ensure we're there for each and every child who turns to us.

### **Can I designate my donation?**

Yes, if there is a specific area you would like to support we are able to direct your donation to the requested department or research project.

### **Will I get a tax receipt for my donation?**

Yes, you will receive a tax receipt for the full amount of your contribution.

## **Is there a minimum donation?**

We do set suggested donation amounts for each of the printed materials available but are happy to work within your budget to create a package that will be meaningful for your celebration. Suggested donation amounts range from \$2 to \$5 per card, depending on quantities and items you're ordering.

## **Are there packages available?**

Typically couples order one certificate and two or three tent cards for each table. Other sample packages are outlined in the information package.

## **Can I make changes to the printed message?**

Yes, we can make changes to the message on the tent cards and the certificate. The plate cards cannot be changed or personalized as they are pre-printed.

## **How long will it take to receive my materials?**

We suggest allowing 3-4 weeks for confirming your order, proofs, printing and shipping. If you need the materials sooner than this, we can expedite the process. For tighter timelines, we will need your help to finalize your order, approve the wording and complete your donation in a timely way. For rush orders you may be required to pick up your materials at our Foundation office or pay an additional charge to have your package delivered by courier.

## **How do I receive my order?**

Your package will be mailed via Canada Post or you can pick it up at our Foundation office located in the Child & Family Research Institute building at 938 28<sup>th</sup> Ave W in Vancouver. Our office hours are Monday to Friday 8:30 – 5:00. Express shipping by courier is available for an additional fee.

## **How do I make my donation?**

Online	<a href="https://secure.bcchf.ca/donate/donation.cfm">https://secure.bcchf.ca/donate/donation.cfm</a> Please indicate in the space for more information that the donation is being made in lieu of your wedding favours
By phone	Call Jenny Park (604-875-2345 ext. 5937) or Angela Crowther (604-875-2345 ext. 6142) and provide your credit card details over the phone
By mail	Send a cheque, payable to BC Children's Hospital Foundation to 938 W 28th Ave Vancouver BC V5Z 4H4
In person	Please call ahead to set up an appointment

Still have questions or want more information? Email [weddings@bcchf.ca](mailto:weddings@bcchf.ca) or call 604-875-2444.