

# 2025 TERRY FOX SCHOOL RUN POST RUN REPORT

WHEN YOU HAVE FINISHED FUNDRAISING FOR YOUR EVENT, PLEASE FILL IN THIS FORM AND SEND IT, ALONG WITH ANY CHEQUES AND PLEDGE SHEETS, TO YOUR REGIONAL OFFICE ADDRESS LISTED ON THE BACK. PLEASE DO NOT SEND CASH. IF YOUR SCHOOL FUNDRAISED ONLINE ONLY, YOU DO NOT NEED TO SEND US THIS FORM.

SCHOOL NAME :

SITE NUMBER

SCHOOL CITY + PROV :

ORGANIZER NAME(S) :

ORGANIZER EMAIL(S) :

GENERAL SCHOOL EMAIL :

PRINCIPAL NAME :

PRINCIPAL EMAIL :

# OF PARTICIPANTS :

FUNDRAISING SUMMARY	
DONATIONS COLLECTED (CASH/CHEQUES)	\$
MERCHANDISE SALES	\$
ONLINE FUNDS	\$
FUNDRAISING GRAND TOTAL	\$

ENCLOSED FUNDS SUMMARY (PLEASE <u>DO NOT</u> SEND CASH IN THE MAIL)	
SCHOOL CHEQUE(S)	\$
SCHOOL BOARD / DIVISION CHEQUES	\$
DONOR CHEQUE(S)	\$
OTHER (CASH/CHEQUES)	\$
ENCLOSED FUNDS TOTAL	\$

OFFICE USE

COMMENTS/SUGGESTIONS:



**PLEASE SEND YOUR COMPLETED FORM, ENCLOSED WITH YOUR FUNDS AND ANY PLEDGE SHEETS, TO:**

**BRITISH COLUMBIA / YUKON**

330-2755 Lougheed Highway  
Port Coquitlam, BC V3B 5Y9

**NATALIE.ANDERSON@TERRYFOX.ORG**

**MANITOBA / SASKATCHEWAN**

Unit 886 – 167 Lombard Ave  
Winnipeg, Manitoba R3B 0V3

**DEANNA.HOLOWACHUK@TERRYFOX.ORG**

**QUEBEC**

400-8255 Mountain Sights  
Montreal, QC H4P 2B5

**LYNE.BENOIT@TERRYFOX.ORG**

**ALBERTA / NWT / NUNAVUT**

Unit 16A – 6120 2 Street SE  
Calgary, AB T2H 2L8

**CHANTAL.SNODGRASS@TERRYFOX.ORG**

**ONTARIO**

Unit 200 – 250 Ferrand Drive  
Toronto, ON M3C 3G8

**ONSCHOOL@TERRYFOX.ORG**

**ATLANTIC PROVINCES**

Unit 103 – 3600 Kempt Road  
Halifax, NS B3K 4X8

**ASHLEY.BLENKHORN@TERRYFOX.ORG**

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**QUESTIONS? CALL US TOLL FREE : 1 (888) 836 – 9786 OR VISIT OUR WEBSITE : [WWW.TERRYFOXSCHOOLRUN.ORG](http://WWW.TERRYFOXSCHOOLRUN.ORG)**

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**DO I NEED TO INCLUDE ANY PAPERWORK WITH MY SCHOOL FUNDS?**

- Yes; please include this form and any pledge sheets you've collected when mailing in your funds.

**WHO SHOULD CHEQUES BE MADE PAYABLE TO?**

- Please make all cheques payable to "The Terry Fox Foundation" or "The Terry Fox School Run".

**WHAT DO I DO WITH PERSONAL CHEQUES FROM DONORS MADE PAYABLE TO OUR SCHOOL?**

- Deposit these cheques into your school bank account and issue a school cheque made payable to us for the full amount. Send the school cheque to the address noted above.
  - Please note: we are able to accept personal cheques from donors that are made out to us.

**WHAT DO I DO WITH CASH DONATIONS RECEIVED AT OUR SCHOOL?**

- Please DO NOT send cash/coin in the mail or by courier to us. Please count the cash, deposit the full amount into your school bank account, and mail a cheque to the address noted above.

**WHAT DO I DO WITH PLEDGE SHEETS THAT I HAVE RECEIVED?**

- Send in all pledge sheets that were returned to you by students/teachers. Any donation of \$20 or more with a complete donor name and address will be automatically issued a receipt. If a donor requires a receipt for a donation less than \$20, please make a note on the pledge sheet beside the donor information.

**HOW DO I SUBMIT FUNDS FOR PURCHASED MERCHANDISE?**

- Funds may be sent to us in a combined school cheque of donations and merchandise payment, or in separate school/donation cheques. Please record money received for merchandise on the front of this page. Donations cannot be used as payment for merchandise.