

[First Nation Letterhead]

August ____, 20__

Charities Directorate
Canada Revenue Agency
Ottawa, ON
K1A 0L5

Dear Sir or Madam,

Re: Application for Qualified Donee Status - _____ First Nation

I am the Chief [or Chief Executive Officer] of _____ First Nation, and I am writing on behalf of the Chief and Council and the entire community to request inclusion of _____ First Nation on the list of Qualified Donees under the *Income Tax Act* (Canada) as “a public body performing a function of government in Canada.”

_____ First Nation is one of 15 First Nation communities in New Brunswick. The population of our community is approximately ____ people.

The community is governed by an elected Chief and a ____-person Council. The current Chief and Council are:

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-
-
-

Chief and Council oversee the delivery of a wide range of government services to the community. These include [Customize to fit your community]:

- Daycare, kindergarten; elementary and secondary education;
- Social Assistant services and programs for those in need;
- Housing programs;
- Employment and Training Services;
- Community-owned commercial fisheries;
- Public works (fire protection, water and waste water management, solid waste management, roads, bridges and public transportation, buildings, parks and cemeteries, and land use planning and management); and

- Public administrative services (financial and risk management, planning, policies, enforcement, etc.)

More information about our community is available on our website: _____

We have attached: a) a map of our community; b) a copy of one of several agreements between our community and the Government of Canada; and c) our most recent audited financial statement to further illustrate that we are a government body performing functions of government.

Please let me know if you require anything further. I can be reached at _____.

Thank you.

Sincerely,

_____, Chief or CEO
_____ First Nation

cc. Chief and Council