



Girl Guides
of Canada
Guides
du Canada

CAMP/EVENT GST/HST FORM

(Please use separate forms for each event)

Area/District/Unit _____
 Mailing Address _____

 Contact Name _____
 Phone Number _____

 Camp/Event Name _____
 Camp/Event Date _____

GST/HST Collected on Camp/Event Fees:

Camp/Event Fees: \$ _____ **1** per participant (not including GST/HST) x _____ # of participant x (**%) (enter GST/HST rate) = \$ _____

OR: \$ _____ **2** per participant + (++) (including GST/HST) x _____ # of participant x ** (enter GST/HST rate with %) = \$ _____

** Use provincial GST/HST rate.

++ Use 1 + GST/HST rate. Example: GST is 5% then divide by 105, if HST is 13% then divide by 113.

GST/HST Paid on Camp/Event Expenses:

| | Notes | Receipts Total (including GST/HST) | GST/HST |
|----------------------------------|----------|------------------------------------|---------|
| Supplies | 3 | _____ | _____ |
| Food | | _____ | _____ |
| Program supplies | | _____ | _____ |
| Craft supplies | | _____ | _____ |
| Campsite rental / accommodations | | _____ | _____ |
| Other expenses | | _____ | _____ |
| TOTALS | | _____ | _____ |

Net Payment (Refund)

GST/HST Collected less total GST/HST paid

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