



the Caring
and Sharing
Exchange



Christmas Exchange
Program

People helping people since 1915



Sponsor a Hamper Program Registration Form

Sponsor Type: Individual/Family Company/Organization/Group

Contact Person (first/last name): _____

Company/Organization/Group Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Daytime Phone: _____ Evening Phone: _____

Cell Phone: _____ E-Mail Address: _____

Number of Hampers you wish to sponsor: _____

Preferred Area of Ottawa: East Central West South No preference

Wish to help family of: 1 - 2 people 3 – 5 People 6 + People Seniors No preference

Comments: _____

*Note: The Caring and Sharing Exchange makes every effort to accommodate, but cannot guarantee, specific requests.

***Thank you for making this Christmas a special one for Individuals & Families in need
in our community!***

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P.O. Box 5167 Ottawa, ON K2C 3H4 hamper@carinandsharing.ca (613) 226-6434



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Sponsor a Hamper Program Confidentiality Agreement

(Note: Each person that has access to client information should sign a copy)

I understand as a condition of my involvement as a HAMPER SPONSOR of the Christmas Exchange Program of the Caring and Sharing Exchange that I am expected to maintain this confidentiality during and after my involvement.

I agree that any information about clients secured by me, or available to me, in the pursuit of my duties with the Caring and Sharing Exchange is of a confidential nature and I hereby undertake to respect that confidentiality and to take all reasonable precautions to safeguard it.

(Signature)

(Printed Name)

(Date)

Please return Registration Form and Confidentiality Agreement to the Caring and Sharing Exchange

By Mail: The Caring and Sharing Exchange
P.O. Box 5167
Ottawa, ON K2C 3H4

By Fax: (613) 226-7522

By E-Mail (scan): hamper@caringandsharing.ca

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