

# Down Payment Gift Letter Form



If a financial gift is being used as part or all of the down payment, applicants and the gift donors must confirm that the gift meets certain regulatory and legislative requirements.

## Applicant Information

This letter confirms that a financial gift has been made to the applicants(s) to assist in the purchase of a property according to the details provided below.

Total Amount of Financial Gift: \$ \_\_\_\_\_

APPLICANT 1 FIRST AND LAST NAME:

APPLICANT 2 FIRST AND LAST NAME:

PROPERTY ADDRESS:

CITY:

PROVINCE:

COUNTRY:

POSTAL CODE:

## Donor Information

DONOR 1 FIRST AND LAST NAME:

OCCUPATION:

DATE OF BIRTH (MM/DD/YYYY):

DONOR 1 ADDRESS:

CITY:

PROVINCE:

COUNTRY:

POSTAL CODE:

DONOR 1 PHONE NUMBER:

RELATIONSHIP TO APPLICANT(S):

AMOUNT OF FINANCIAL GIFT: \$

BY:      CHEQUE      WIRE

DONOR 2 FIRST AND LAST NAME:

OCCUPATION:

DATE OF BIRTH (MM/DD/YYYY):

DONOR 2 ADDRESS:

CITY:

PROVINCE:

COUNTRY:

POSTAL CODE:

DONOR 1 PHONE NUMBER:

RELATIONSHIP TO APPLICANT(S):

AMOUNT OF FINANCIAL GIFT: \$

BY:      CHEQUE      WIRE

## Confirmation

By signing this document, I/we, as the donor(s), confirm the following:

- These funds are being provided as a gift and will never have to be repaid.
- I/we am/are a relative of the applicant and that no part of the financial gift is being provided by any third party having any direct or indirect interest in the purchase and/or sale of the subject property referred to in this letter.

DONOR 1 SIGNATURE:

DONOR 2 SIGNATURE:

DONOR 1 FIRST AND LAST NAME:

DONOR 2 FIRST AND LAST NAME:

DATE (MM/DD/YYYY):

DATE (MM/DD/YYYY):

## Verification

In addition to confirming the gifted funds, the donor(s) may be asked to provide evidence of sufficient funds to cover the amount of the gifted funds. Acceptable documentation must show the amount of the gifted funds and includes a bank statement, investment statement, web statement, or passbook.

*Community Trust Company is committed to protecting the personal information of our clients. Personal information obtained in the course of doing business with you is not collected, used or disclosed except in compliance with applicable provincial and federal legislation, including Personal Information Protection and Electronic Documents Act (PIPEDA).*