

## DEED OF DONATION

KNOW ALL MEN BY THESE PRESENTS

That the members of the [*name of organization*] of [*address*], represented by [*name of representative*], [*position in the organization of the representative*], as an act of generosity, hereby donate the herein identified items/materials to the victims of Typhoon Yolanda/Haiyan, through [*consignee*] in [*address*] to be used solely for charitable purposes.

The donation consists of the following:

[*specify quantity and items to be donated*]  
[*attach separate sheet, if necessary*]

We further specify that this is a free gift and that there is to be no payment or exchange of monetary value for the shipment or distribution of said merchandise.

Done this [*day*] day of [*month*] 2013 in [*place*]

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Name of Donor or Representative  
Donor Organization

Note to the donor/ donor organization:

1. The Deed of Donation must be executed in 2 copies.
2. Have this Deed of Donation **authenticated** by the Philippine Embassy (6-8 Suffolk St., London, SW1Y 4HG)
3. The Philippine Embassy will **waive the £18.00 authentication fee for donations to accredited charitable organizations for the Yolanda/Haiyan relief efforts.**
4. To be exempt from taxation, please **consign** (i.e the “consignee”) your donation to: **The Department of Social Welfare and Development, c/o Secretary Corazon Juliano-Soliman.** For purposes of this Deed of Donation, the address of the DSWD is: Constitution Hills, Batasan Pambansa Complex, Quezon City, Philippines, 1100.
5. You may **consign** the shipment to a **charity of your choice**, but in order to facilitate its tax-free entry, the donation must be coursed through the DSWD. The name of the intended charity/organization must be specified in the consignment details, **for example:** “The ABS-CBN Foundation, c/o DSWD, Constitution Hills, Batasan Pambansa Complex, Quezon City, Philippines, 1100”

6. As all foreign donations to the Haiyan/Yolanda relief efforts are now **centralized in CEBU City**, please **SHIP** your donations to the DSWD's Field Office in Cebu. The consignee's address and the shipping address will thus be different.

Ship the donation/s to:

The Department of Social Welfare and Development  
(Attention: Typhoon Yolanda Relief)  
DSWD Field Office VIII  
Maxillom Avenue  
Cebu City, Philippines

7. After shipping the goods to the CEBU office of the DSWD, please send the (a) original Deed of Donation, (b) copy of packing list and (c) original Airway Bill for air shipments or Bill of Lading for sea shipments to the abovementioned address.
8. Provide the Philippine Embassy with a COPY of the foregoing documents.