

Donation Request Form

Please provide 30 day
prior-to-event notification

Contact Information

Name of Organization: _____

Mailing Address: _____ City: _____ Zip: _____

Phone Number: _____ Fax Number: _____

Federal Tax ID#: _____

Authorized Contact: _____

Phone Number: _____ email: _____

Alternate Contact: _____

Donation Request Information

What kind of donation are you looking for, and what will it be used for? Please be as specific as possible (specific items you need, store merchandise, store gift cards, items for auction, etc).

What is your donation deadline? _____

Are donations publicly acknowledged, and if so how? (Auction catalog, website, signs, etc)

Is this donation for an event? _____ If yes, please let us know some specifics:

Event Name and Description: _____

Event Location: _____

Date: _____ Expected Attendance: _____

For Farmington Gardens Office Use Only

Received: _____ Notes: _____

Processed: _____

Approved: _____

 **farmington gardens**
we're growing for you.