



DONATION REQUEST FORM

We appreciate the hard work that any organization goes to in order to raise money for their specific Please email the completed donation request no later than 2 months prior to your event, along with any additional information you would like us to know about. Must provide the non-profit, tax exempt number. Email: **donations@pekoesiphouse.com**

PEKOE SIP HOUSE DONATION REQUEST FORM

Organization: _____

Contact Name: _____

Phone: () _____

Address: _____

City: _____

State: _____

Zip: _____

Email Address: _____

Donation Request: _____

Date Donation is need: _____

Please describe the purpose of the donation (auction, prize, gift, etc.)

What services does your organization provide?

Has Pekoe provided a donation for your organization in the past? _____

If yes, what did we provide and when? _____

How many people will be attending this event? _____

Are any of our logos needed for your press materials? _____

Where did you hear about Pekoe? _____

TaxExempt#: _____

Additional Info or comments: _____

The above information is correct to the best of my knowledge. If the donation is approved, I will use the donated goods for the purpose listed above.

X _____ Date _____

Please allow at least 4 weeks for your donation to be processed. You will receive an email response in whether we have decided to make a donation to the email address listed above.