



# Donation/Contribution Requests

**DONATION/CONTRIBUTION REQUESTS MUST BE SUBMITTED AT LEAST 30 DAYS BEFORE THE EVENT DATE – All information below is REQUIRED.**

THD Application Guidelines: We accept applications anytime at the reception desk. We try to help as many people as we can because our community is important to us. **Applications will be considered by management on the 1<sup>st</sup> and 15<sup>th</sup> of each month. We will contact you with an answer within approximately 2 weeks.**

Name of Organization: \_\_\_\_\_ Is this a 501c3 \_\_\_\_\_

Name of Charity/Cause (if different from above): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Relationship to Organization/Charity \_\_\_\_\_

Email: \_\_\_\_\_

Today's Date: \_\_\_\_\_ Date of Event: \_\_\_\_\_ Pick up Date \_\_\_\_\_

Location of Event: \_\_\_\_\_

Event Name: \_\_\_\_\_

Describe the Event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe your request: \_\_\_\_\_  
\_\_\_\_\_

Please check which Donation Request fits your Organizations needs

Sponsorship  Auction Items  Door Prizes  Raffle Items  Monetary  Gift Baskets

What are your marketing efforts for this event? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is your affiliation with Timms Harley Davidson of Augusta? \_\_\_\_\_  
\_\_\_\_\_

What % of the proceeds go to the charity? \_\_\_\_\_

Do you have a flyer? \_\_\_\_\_ If so please attach.

\_\_\_\_\_  
Marketing Manager

\_\_\_\_\_  
General Manager