



# Donation / Sponsorship Request Form

## ORGANIZATION // EVENT INFORMATION

NAME OF ORGANIZATION	CITY	TAX ID # (IF APPLICABLE)
CONTACT NAME	CONTACT PHONE	CONTACT EMAIL
EVENT NAME (IF APPLICABLE)	EVENT DATE (IF APPLICABLE)	EVENT TIME (IF APPLICABLE)

## WHAT TYPE OF DONATION ARE YOU REQUESTING?

MONETARY: \_\_\_\_\_ ITEMS (SILENT AUCTION) \_\_\_\_\_ VOLUNTEER HOURS \_\_\_\_\_  
 OTHER (PLEASE SPECIFY) \_\_\_\_\_

PLEASE TELL US YOUR ORGANIZATION'S PURPOSE OR MISSION STATEMENT

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

HOW WILL YOUR ORGANIZATION USE THIS DONATION? (BE AS SPECIFIC AS POSSIBLE)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

HOW WILL OUR DONATION TO YOU BENEFIT THE ENTIRE COMMUNITY? (BE AS SPECIFIC AS POSSIBLE)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

HAS VILLAGE BANK SUPPORTED THIS EVENT IN PREVIOUS YEARS? IF YES, WHICH YEAR(S)?

- NO
- YES YEAR(S) \_\_\_\_\_

## SUBMISSION AGREEMENT

Village Bank's donation program is intended to meet the needs of organizations which are focused on children, education, and serve a local neighborhood and organizations with a similar scope of service. This form along with any other materials should be submitted to [marketing@villagebankonline.com](mailto:marketing@villagebankonline.com) 4-6 weeks in advance of an event to allow time for review. Due to the large number of requests received, Village Bank is unable to support all requests.

SIGNATURE \_\_\_\_\_ TODAY'S DATE \_\_\_\_\_