



## DONATION/SPONSORSHIP REQUEST FORM

Kindly submit your requests at least **30-60 days prior** to event's deadline. Please complete the form to the best of your ability and email to [info@mvgrrllc.com](mailto:info@mvgrrllc.com). If there is additional information, please submit that along with this document.

### ORGANIZATION INFORMATION

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Website: \_\_\_\_\_

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

501-c(3) Yes No If yes, please provide number \_\_\_\_\_

Mission Statement of Organization:

Cause/Beneficiary:

### EVENT/DONATION INFORMATION Event Date \_\_\_\_\_

Event Name: \_\_\_\_\_ RSVP Date \_\_\_\_\_

Event Location and Address: \_\_\_\_\_

Donation Request/Sponsorship Levels and Benefits:

Have you received support from us in the past? Yes No

If yes, please provide details including dates and amounts:

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**Office Use Only**  
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Donation Request Approved: Yes No

Staff Name \_\_\_\_\_ Date \_\_\_\_\_

Comments: