



## Coldspoon Coffee & Greek Yogurt

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# Donation Request Form

Coldspoon strives to play an active, positive role in our surrounding communities. We encourage our customers, employees and management team to support various non-profit organizations through their personal donations and volunteer commitments.

If your organization is looking for a small gift of gift certificates or food items to be used during a special event, please fill out this form. **This form must be filled out in its entirety at least 3 weeks prior to your event in order to be considered.** Due to the number of requests we receive, only those organizations which are selected will be notified.

Date: \_\_\_\_\_ Tax ID#: \_\_\_\_\_

Organization: \_\_\_\_\_

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

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

Provide a brief statement about the purpose of your group:

Contact Person: \_\_\_\_\_

Donation Requested: \_\_\_\_\_

Date of Event (mm/dd/yyyy) : \_\_\_\_\_

Purpose of donation: \_\_\_\_\_

When can donation be picked up at our store? \_\_\_\_\_

What type of recognition will *Coldspoon* receive for this donation (we must be referred to as **Coldspoon Coffee & Greek Yogurt**)?

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

How will the funds raised from this event benefit our community?

\_\_\_\_\_

\*A copy of your organization's 501(c)3 must be attached. **No donation will be released until we have received a copy of your group's 501(c)3.** *Please use the reverse side for any additional comments.*