



Donation Request Form

**In order to help us expedite the donation procedure, please complete this Donation Form in its entirety.
Allow 10 business days from the date of receive for review and follow-up.**

1. Name of Organization: _____

2. Address: _____

3. Contact Name: _____ Phone Number: _____

4. Non-Profit Id Number/Federal Tax ID Number: _____

5. Amount/Kind Donation: (circle one) Monetary Product

Describe the donation that you are requesting: _____

6. Are you a non-profit organization? (circle one) yes no

7. Name of Event: _____

8. What type of event are you hosting (silent or live auction, raffle, etc.)? _____

9. What kind of attendance are you anticipating for your event? _____

10. Describe the advertising you are planning to promote your event: _____

11. How will this donation benefit the community and/or individual? _____

12. How is your organization working to provide social change within the community? _____

Date donation is needed: _____

Please attach a letter, event flyer or other relevant information. Due to the number of requests received, we will only be able to contact you if approved. We do not donate to political or religious organizations.

Mail or Fax: Historic White Horse Inn, 1 E. High Street, Metamora, Michigan 48455 Fax: 248-841-8681