



DONATION AND SPONSORSHIP REQUEST FORM

Name of Organization/Company: _____

Date of Event or Need: _____

Is your organization a registered 501(c)*: Yes (Please attach documentation) No

**Completed W-9 must be attached for request for gifts in kind and monetary donations*

What is the request for:

- Event Sponsorship
- Volunteer Request
- Monetary Request, Amount Requested _____
- Other, describe: _____

Describe the event in detail:

Event URL (Facebook, Funding Site, YouTube, etc):

Is the event a national event? Yes No

Is the event a local event? Yes No

Is the event industry related? Yes No

Is the event a community event? Yes No

What geographical area does your request service? _____

How many people will your event be host to? _____

Who benefits from this event? _____

Have you asked for a sponsorship/donation within the past year? _____

What value or partnership will created for our organization?

- Signage at the event
- Display/exhibit area at event
- Other: _____
- Ad in event program/literature
- Logo placement
- Advertising/media exposure
- Online mentions

Contact information

Organization/Company Address: _____

Contact Name: _____

Contact Email: _____

Phone: _____

Contact Address: _____

Organization/Company Address: _____

Click "Submit Form" below or save and email to accommunityengagement@jlg.com.

NOTE: A copy of organization's W-9 and 501(c) documentation if applicable MUST accompany each request.

In Kind Donations:

- **Goods**, like computers, software, furniture, and office equipment, for use by your organization or for speical event auctions scrap metal, recycled items, gift baskets or promotional items
- **Services**, like meeting space, photocopy and mail services, and administrative/financial support, loaners
- **Expertise**, like legal, tax or business advice; marketing and website development; and strategic planning, board members, teaching