



TPC DONATION APPLICATION

All donation requests should be submitted a minimum of 30 business days* (M-F) prior to your requested donation date for a formal approval process.

So we can help as many organizations as possible, donations are limited to one per organization, per calendar year.

Organization Information

Organization Name: _____

Organization Address: _____

City: _____ State: _____ Zip: _____

Office Phone #: _____

Organization Federal Tax ID #: _____

Donation being requested (items, quantity): _____

Date donation is due: _____

Purpose of donation: _____

Marketing opportunities available to The Printing Co. (printed program, broadcast advertising, web, etc.)

Contact Information

Name: _____ Affiliation: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #s (Circle preferred): Office _____ Cell _____

E-mail Address: _____

I certify that I represent the above named organization, and the donation of products provided to this organization by The Printing Co. will be used for the purpose stated above and not for individual gain or profit.

Signature: _____ Date: _____

This portion to be completed by TPC:

Date received: _____ Location: _____ Approved _____ Not Approved _____

Donation quantity/details: _____

Manager's signature: _____