



(608) 254-8321 • 225 Gussel Drive • PO Box 177 • Wisconsin Dells WI 53965  
• www.holidaywholesale.com •

### Donation Request Form

Today's Date: \_\_\_\_\_

Donation Guidelines:

- Requests should be submitted three (3) to four (4) weeks in advance of event / deadline to allow time for review.
- This form must be completed in full to be considered for donations.
- Holiday Wholesale, Inc. will not approve personal checks or cash donation requests.

### Organization Information

Name of Organization: \_\_\_\_\_ EIN / Tax ID#: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone#: \_\_\_\_\_ Organizational Website: \_\_\_\_\_

Contact Person (name and title @ Company): \_\_\_\_\_

Contact Person's Phone#: \_\_\_\_\_

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

Has this organization received a donation from Holiday Wholesale before?  Yes  No

If so, please describe when, for what purpose, and description of past donations: \_\_\_\_\_

### Donation Request Information

Project / Event Description: \_\_\_\_\_

Date / Time / Location: \_\_\_\_\_

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

How will the Donation from Holiday Wholesale be used: \_\_\_\_\_

Area / Community the event will serve: \_\_\_\_\_

Request Deadline: \_\_\_\_\_

Would you prefer a store discount on product instead of a raffle item?  Yes  No

### HW Office Use Only

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Authorization: \_\_\_\_\_ Second Authorization: \_\_\_\_\_

Notes: \_\_\_\_\_