



Donation Request Form

All requests should be made at least three weeks in advance of the planned event. Requests must be received formally in writing (email or letter) and attached to our donation request form. Incomplete forms will not be considered. Recipients may receive a maximum of one donation per fiscal year (April-March) so please plan appropriately and decide when it is best to request your donation.

Please Print Clearly

Name of Organization: _____

Mailing Address: _____

Phone Number : _____

Website (if available): _____

Federal Tax ID Number (if applicable): _____

Mission Statement:

Contact Name: _____

Title: _____

Email Address: _____

Phone Number: _____

Date of the Event: _____

Event Name (description):

Location: _____

How many people will be attending this event? _____

Has this nonprofit or organization received a donation from the North Coast Co-op in the past 12 months*?

Circle: Yes or No

If yes, when: _____

Donation type requested: Co-op gift card _____ other: _____

How will you use the donation from the North Coast Co-op?

How will you recognize the North Coast Co-op's participation in this event?

Please attach any additional materials (logo, flyers, posters, brochures) that represent this nonprofit, organization or event.

* Recipients may receive a maximum of one donation per fiscal year (April-March)

To submit a request:
email JolieHarvey@northcoast.coop

or mail to:
North Coast Co-op, Inc.
Attn: Outreach Coordinator
811 I Street
Arcata, CA 95521