



# DONATION REQUEST FORM

Return this completed form along with event letterhead, logo or flier to:

Dietsch Brothers Inc.  
 Attn: Donation Coordinator  
 1217 Tiffin Avenue  
 Findlay, Ohio 45840  
 Fax: 419-422-1199  
 Email: nbeall@dietschs.com

For many years Dietsch Brothers has strived to give back generously to the area community. Each year, our company allocates funds to support community activities through contributions. However, requests have become so numerous that they exceed our charitable giving budget. Therefore, we must fairly distribute our support to as many worthy organizations as possible and ask that you complete the following form for consideration. In addition, we cannot guarantee that we will donate to the same organization or event every year. Donations will be considered for recognized 501(c)3 charities, Hancock County area schools and churches. Due to the high volume of requests received, we are unable to confirm the status of requests by telephone. We will contact you if we are able to fill your donation request.

**ALL DONATION REQUESTS MUST BE SUBMITTED ONE MONTH IN ADVANCE BEFORE YOUR EVENT.**

TODAY'S DATE: \_\_\_\_\_ EVENT DATE: \_\_\_\_\_

NAME OF ORGANIZATION: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CONTACT PHONE: \_\_\_\_\_ CONTACT EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY/STATE/ZIP: \_\_\_\_\_

EVENT DESCRIPTION (event details, the cause, who benefits, etc.): \_\_\_\_\_

LOCATION OF EVENT: \_\_\_\_\_ 501(c)3#: \_\_\_\_\_

WHAT TYPE OF DONATION ARE YOU INTERESTED IN AND WHAT WILL THE DONATION BE USED FOR: \_\_\_\_\_

## FOR OFFICE USE ONLY:

DATE RECEIVED: \_\_\_\_\_

DONATION REQUEST FILLED: YES / NO

DONATED ITEM: \_\_\_\_\_

DONATION VALUE: \_\_\_\_\_

RECIPIENT NOTIFIED ON: \_\_\_\_\_ BY: PHONE EMAIL FAX MAIL INITIALS: \_\_\_\_\_