



Donation Request Form

Donation requests are organized by event date, and filled the month prior. Please fill out the information below and fax or mail it at least 4 weeks in advance of your event date.

Requesting Organization: _____

Contact Name: _____ Phone: _____

Mailing Address: _____ Email: _____

City: _____ State, Zip: _____

Is this donation request in association with a particular event? Yes ___ No ___

If so, *when* is the event? _____

Please give the name of this vent and a brief description or attach event information:

How will this donation be used (i.e. silent auction, raffle winner, etc.)?:

Does the IRS classify requesting organization as a 501 (c) 3 organization? Yes ___ No ___

Has Rothman Furniture contributed to the requesting organization in the past? Yes ___ No ___

If so, what item & when?

Please give additional comments, directions or details we may need to know:

The undersigned hereby certifies that a) the information in this application and supporting documents are correct to the best of his/her knowledge; and b) the Internal Revenue Service 501 (c) 3 determination has not been revoked, cancelled, or modified; and c) funds will be used for the projects outlined in the application and agreed to by both parties.

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Signature

_____ Date: _____

Along with this application, please include a brief description of the requesting organization (including its mission and leadership) and mail to:

Rothman Furniture
Attn: Community Relations
2101 East Terra Lane
O'Fallon, MO 63366