



## DONATION REQUEST

We try to give out as many requests as possible to non-profit organizations. Please understand that even following our donation guidelines to the letter does not guarantee you will receive a donation. All donation requests are processed at the end of each month. Unfortunately, we are not able to contact every organization about donation declines due to the number of requests we get each month.

### **Donation Request Guidelines**

Donations are an important aspect of Menominee Casino Resort's community involvement. We appreciate your compliance with the guidelines listed.

1. All donation requests must be submitted at **LEAST 30 DAYS PRIOR** to the event date. There are no exceptions.
  2. All requests must include: (A) a poster or printed brochure advertising your event, (B) a Statement of Purpose on your organizations letterhead, and (C) this complete form. Requests without these items will not be considered.
  3. We have the right to determine the donation that you will receive. We try to accommodate your needs, but realize we do have limitations.
  4. Menominee Casino Resort limits the support of requests to inside a 90 mile radius.
  5. Donation requests benefiting political causes or events will be denied.
  6. No monetary donations will be provided to organizations or individuals.
  7. Menominee Casino Resort will donate one time per calendar year to an organization.
  8. If the organization is located on the Menominee Reservation/County or Shawano County, we ask that you pick up your donation at the casino.
- Thank you for taking the time to review our Donation guidelines.

PLEASE PRINT AND FULLY COMPLETE THE FORM.

Today's Date \_\_\_\_\_ Event Date \_\_\_\_\_

Name of Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_

Event Description Event Name, Potential Attendance, Purpose \_\_\_\_\_

\_\_\_\_\_

Type of Donation Requested \_\_\_\_\_

(Though we cannot guarantee this.)

Your Deadline for Receipt of the Donation \_\_\_\_\_

**MAIL OR FAX TO: Menominee Casino Resort**

**Marketing Dept. / Donation Request**

**P.O. Box 760**

**Keshena, WI 54135**

**Fax: 715-799-1313 Attention: Donations**