



## Donation Request Form

5160 Portage Ave, Headingley, MB. R4H 1E1

Phone 204-889-5377 Fax 204-832-6136

Organization Name/Name of Charity: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Place of Event: \_\_\_\_\_ Date & Time of Event: \_\_\_\_\_

Expected Attendance: \_\_\_\_\_

What is the nature of your event? Charity Ride, Silent Auction, ect.  
\_\_\_\_\_

Do you feel this cause fits in with the mentioned criteria for community support?  
Why? \_\_\_\_\_  
\_\_\_\_\_

Are you currently a Headingley Sport Shop Customer? \_\_\_\_\_

What was your most recent purchase from us? \_\_\_\_\_

Is there a website where we and others can read about your event? \_\_\_\_\_  
\_\_\_\_\_

Print Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Please be aware that requests for donations will only be considered if this form is completely filled out with all questions answered and at least 30 days prior to your event. Our Donations Committee meets on the 3<sup>rd</sup> Monday of each month to review the latest Donation Requests. We will notify you as soon as possible if a donation request is approved, however apologize that requests which are denied will not be notified.

Headingley Sport Shop firmly believes that any cause that enhances our community deserves our consideration and all efforts will be made to help as many as we can. Thank you for including us and we wish you the best of luck!