

donation  
request  
form



date received: \_\_\_\_\_  
pick up date: \_\_\_\_\_  
*(office only)*

.....  
Please mail, email or fax us this form along with a cover letter to:

Snow City Cafe  
Attn: Donation Request  
1034 W. 4th Ave.  
Anchorage, AK 99501

fax: (907) 272-6338 | email: letitsnow@snowcitycafe.com

.....  
Name of organization: \_\_\_\_\_

Address: \_\_\_\_\_ city: \_\_\_\_\_ state: \_\_\_\_\_ zip: \_\_\_\_\_

Contact name: \_\_\_\_\_ phone: \_\_\_\_\_

email: \_\_\_\_\_

Name of Event: \_\_\_\_\_ Date of event: \_\_\_\_\_

Event description (name, date, time, # of people to attend, and purpose)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of donation requested: gift card \$\_\_\_\_\_ food \_\_\_\_\_ merchandise \_\_\_\_\_

confirmation requested by (date): \_\_\_\_\_

This organization is (please mark one):

Educational      Arts/Culture      Environmental      Other:

Is this organization a 501(c)(3) non-profit?      yes      no

who do the proceeds benefit? \_\_\_\_\_

.....  
**Note: Completion of this form DOES NOT guarantee that Snow City Cafe will fulfill your request.**

In-kind/gift card donations only (no cash.)

**WE WELCOME OPPORTUNITY FOR COMMUNITY INVOLVEMENT.  
THANK YOU FOR YOUR INTEREST!**