

DONATION REQUEST FORM

Twice a month, all donation requests are reviewed. If approved, the Baker's Dozen will determine if the request can be fulfilled and subsequently notify electronically the individual making the request. Requests for donations are handled as such:

- The organization should specify what items they are requesting.
- Please note that due to inventory and budget constraints, not all requests can be accommodated.
- If the request can be accommodated, please allow four weeks for handling.
- Food Donations are done at a discount, and will be required to prepay prior to pickup.
- Please attach all verifiable charitable documentation with your request.

Please allow at minimum 3-4 weeks for your request to be processed.

* Required

1. Organization Name *

2. Street Address *

3. City, State Zip *

4. Contact Person Name *

5. Contact's Phone Number *

6. What Type of donation are you requesting? *

- Monetary
- Gift Certificate
- Food/Product

7. What type of product are you requesting? Please specify type and quantity *

8. Is there a requested Dollar amount you are requesting? *

9. Is there a requested Gift Card amount you are requesting? *

10. Contact Email *

11. Organizations tax-exempt ID#: *

12. Please Select Date you need this donation. We will do our best to accommodate your needs, however pickup during peak times may not be available. *

13. How will your organization use this donation? *

14. Explain in detail how our contribution to you will benefit the entire community *

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