



Donation Request Form and Policy

A Few Quick Notes from Barclay and Lori:

1. Due to the volume (dozens per month) of request we receive, we require at a minimum 14 days to process your request. We normally pool all requests and review them twice per month.
2. We give priority to requests from local organizations where 80% of membership and activities is in the 49085, 49022 and 49127 zips (since 80% of our clients match that criterion).
3. We also give priority for Church events. Ask about our *Faith Flowers*™ Program!
4. As a rule, we do not give product donations (free arrangements); our primary method of donation is to give Gift Certificates for drawings or giveaways.
5. We have a firm commitment to “give back” to our community; however we also have limited resources.
6. Need Fund Raising \$\$\$??? Then consider a joint promotion with us.

To help us consider your request please answer a few quick questions.

Name of Organization: _____

Address: _____

Phone: _____

E-Mail: _____@_____ WEB Site: _____

Is Organization a non-profit as defined by I.R.S. codes? Yes / No

Purpose of Organization: _____

Do 80% of your organization activities take place in the 49085, 49022 & 49127 zips? Yes / No

Exact donation request? _____

What event is donation for? _____

Your Name, Title, Address and Phone: _____

Your E-Mail: _____@_____

Date Needed: ____/____/____

For other information please use reverse side or attach:

Thank You!