



## Ft. Wayne Derby Girls Donation Request Form



Your Ft. Wayne Derby Girls are proud to support your fundraising efforts to help women and children in the Ft. Wayne community and surrounding areas! Donation requests **will only be accepted** during our regular season starting **November 1 – April 30**. Unfortunately, we will not be able to fill requests outside of this timeframe. In order to manage all donation requests in a timely manner, we have established the following guidelines:

- ✦ All requests must be submitted in writing via e-mail at [fwderbygirls@gmail.com](mailto:fwderbygirls@gmail.com) using the Ft. Wayne Derby Girls Donation Request Form.
- ✦ Requests must be received at least four (4) weeks in advance of your event.
- ✦ The Ft. Wayne Derby Girls can only make one (1) donation for an organization or event per calendar year.
- ✦ Although we would love to support every cause, we will give preference to work supporting women and children. Please understand that a request does not guarantee a donation.
- ✦ Donated items are based on availability.
- ✦ The Ft. Wayne Derby Girls make monetary donations only to our Bout Charities. If your organization would like to apply to be a Bout Charity, see Our Charities and complete the appropriate application.

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Event Day and Date \_\_\_\_\_

Hosting Organization \_\_\_\_\_

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

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

Mailing Address \_\_\_\_\_

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

Event Name \_\_\_\_\_

Event Location \_\_\_\_\_

Event Description (cause, who benefits, one-time event or ongoing, etc.) \_\_\_\_\_

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Items will be used for \_\_\_\_\_