

MORRISTOWN COMMERCIAL CLUB DONATION POLICY

Along with this application, please include a brief description of the requesting organization (including its mission and leadership).

The Morristown Commercial Club is committed to positively influencing the Morristown community and fostering the growth and well-being of its citizens.

All requests must be made in writing and mailed to:

Morristown Commercial Club
c/o Bob Lewis
9048 Indus Way
Morristown MN 55052

Requests must be made at least 8 weeks in advance of the event date. Requests are organized by event date and all approved donations will be filled at least 2 weeks prior to the event.

Requests for participation in community events will be handled through the regular monthly meetings of the Morristown Commercial Club (3rd Monday of each month).

We are unable to accommodate requests from individuals or out-of-area organizations.

Accepted Received ____/____/____ Signature: _____

Rejected Filed ____/____/____ Signature: _____

Donation requests are organized by even date and filled the month prior. Please fill out the information below and mail at least 8 weeks in advance of your event date.

Requesting Organization: _____ Contact Name: _____

Mailing Address: _____

City: _____ Zip: _____

What is it that you are requesting? (financial, donation, help donation, etc):

Is this donation request in association with a particular event? YES NO

If yes, please provide the name of the event, when the even will take place and provide a brief explanation of the event (Feel free to attach event information to this form): _____

How will your organization use the donation (i.e. silent auction, raffle winner, etc.)?:

Does the Internal Revenue Service classify the requesting organization as a 501(c)3?

YES NO

Has Morristown Commercial Club contributed to the requesting organization in the past?

YES NO

If yes, what item and when did the event occur?: _____

Please provide additional comments, directions or details which may be helpful to the Morristown Commercial Club in considering your request (feel free to attach any additional information to this request sheet): _____
