



Donation Request Form

Here at Great Harvest Bread Company of Farmington, we believe in giving generously to others. We welcome opportunities to help our community and appreciate your interest in partnering with us.

OUR DONATION GUIDELINES:

- We donate to non-profit organizations that are based in our community.
- We donate either products, such as bread and cookies or proceeds from sales through pre-arranged in store events.
- We only consider donation requests that are submitted on this form. We cannot handle request over the counter or by phone.
- We ask for at least one weeks' notice for donations of any products and at least five weeks' notice for in store sales events.
- Donation requests are filled on a first come, first serve basis. Due to the volume of request we receive, it is more likely that we can help you if you make your requests early.

Organizations Name _____
 Name of Event _____
 Date and Time of Event _____ Number in Attendance _____
 Contact Person _____ Phone # _____
 Contact Address _____
 Email _____ Fax # _____

Type of Donation Request
 Refreshments Breads Rolls Cookies Auction Item (ex. Bread Basket)
 Door Prize (quantity _____) In Store Sales Event (requested month of sale _____)

Please briefly describe how your organization benefits our community: _____

Please briefly describe how your event will benefit our community _____

Signature _____ Date _____

OUR RESPONSE

Yes we are happy to donate the following _____

Retail value of donation _____ Please arrange for pick up of donation on: Date _____ Time _____

_____ Sorry but we are unable to donate at this time, please ask again at a later date.

Please return this form to Great Harvest

(internal use only.....Response sent Y/N date/time/mode _____)