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### Donation/Discount Request Form

Name of Organization or Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Name of Contact: \_\_\_\_\_ Email: \_\_\_\_\_

List your request, **\*see conditions below**:

\_\_\_\_\_  
\_\_\_\_\_

Explain your event and give reasons why you believe your request should be granted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 1. Items must be picked up or a delivery fee will be charged.**
- 2. Deposits are charged on all donations. We reserve the right to deny any donation for any reason.**

*Please understand we strive to give back to the community and do so regularly. Our volume of donations requests is enormous and we cannot approve every one. We understand that your cause is the most important to you, but we try to give to the causes that will impact the most people and the largest **necessary needs**.*

**No phone calls please!! We will contact you with an answer when a decision has been made.**

**Please email form and any questions to [swhitmire@mcneelycompanies.com](mailto:swhitmire@mcneelycompanies.com)**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_