

**Lewisville Noon Rotary**  
(Est. 1962)  
**2021-Request for Donation**

\_\_\_\_\_  
Name of Organization, Group or Individual Contact Person

\_\_\_\_\_  
Address City, State, Zip

\_\_\_\_\_  
Phone #, Fax # E-mail

Amount Requested \_\_\_\_\_ Federal Tax ID \_\_\_\_\_

How long has your organization been operating? \_\_\_\_\_

How do you qualify as a Non-profit? \_\_\_\_\_

Briefly describe the purpose of your group. \_\_\_\_\_

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

How do you obtain your operating funds? \_\_\_\_\_

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

What percentage of your organization's annual Revenue is allocated to Administration costs? \_\_\_\_\_ %

How many people does this group serve? \_\_\_\_\_ What age group? \_\_\_\_\_

What area do you serve? \_\_\_\_\_

Please give a specific example of how you have helped someone that reflects the purpose  
of your organization. \_\_\_\_\_

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

Return this form to Steve Cox E-mail: [SteveC@door.net](mailto:SteveC@door.net)

**Form must be submitted by February 28, 2021**

What would this donation be used for? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Application

- All donation requests must be submitted by email using the 2021-Lewisville Noon Rotary “Donation Request Form” and must be received by Friday, February 28, 2021.
- Submit the Donation Request Form by email to [stevec@door.net](mailto:stevec@door.net)
- In an effort to fulfill as many requests as possible, Lewisville Noon Rotary Club will only honor one request per organization in a year’s time.
- Incomplete applications will not be considered. **The application MUST** be filled out completely and this form signed and returned for the committee to process your request.

Processing

- Please allow a minimum of **four weeks** to process your donation request. During holidays and other busy seasons, it could take up to **six weeks** for processing .
- **Due to high volume of requests received, Lewisville Noon Rotary Club asks that telephone calls or email inquiries regarding the status of your request not to be made.**
- Approved Requests: The requesting organization will receive a notification via email indicating if your request has been approved
- Awards: Approved donations will be awarded to the organization’s representative at one of our regularly scheduled Wednesday lunch meetings. Please note that donation requests are filled through Lewisville Noon Rotary Club.
- **All donations decisions made by the Lewisville Noon Rotary Club are final, and you will be contacted if your request for donations has been approved.**

Please acknowledge that you have read and understand the Donation Request Policy outlined above, and that your organization meets our requirements as stated by entering your name below.

**Requester’s Name and Title** \_\_\_\_\_

(Please Print)

**Name of Organization** \_\_\_\_\_

**Requester Signature (X)** \_\_\_\_\_

**Requester’s Email** \_\_\_\_\_

Return this form to Steve Cox E-mail: [Stevec@door.net](mailto:Stevec@door.net)

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