Donation Request Form*

Name of Organization: _____

Your Name: _____ Position: _____

Contact Person (if other than you): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____

Are you a non-profit charitable organization? Yes No Tax ID# (required): _____

Name of Event: _____ Date of Event: _____

Nature of Event: _____

Is there a ticket/admission fee to this event? Yes, how much? $ _____ No

What will the tickets be used for? (e.g. raffle, silent/live auction, etc.) _____

What organization will receive the proceeds of your event? _____

Will Watkins Glen International be included in any advertising you do for the event?

No Yes, describe: _____

Will you distribute WGI Brochures at your event? Yes, how many? _____ No

Would you consider other race-related items as a donation? Yes No

Donation Agreement:
I agree that the above information is accurate. I understand that this is a request and I will not receive a donation from Watkins Glen International until the Donations Committee has approved it. I am prepared to answer any questions related to the submission and provide necessary paperwork if asked. I will use the donated items for the purpose to which it is intended and will not re-sell the items for profit.

Signature: _____ Date: _____

*This form must be mailed, along with a written request on your organization's letterhead, to the Watkins Glen International office **90 days** prior to your event. Envelopes can be addressed to:
Attn: Donations, Watkins Glen International, PO Box 500, Watkins Glen, NY 14891

FOR INTERNAL USE ONLY

Received Application on: ___ / ___ / ___ Reviewed by Committee on: ___ / ___ / ___

☐ Declined, reason: _____ ☐ Sent regrets

☐ Approved, what was approved: _____

☐ Organization Contacted, notes: _____

☐ Pickup/Mailed/Delivered: _____

☐ Other Notes: _____

FINAL PROCESSING BY: _____