### horizontal line**Restaurant Donation Request Form**

### **[Restaurant’s Logo/Name]**

### **Donation Request Form**

#### **Contact Information:**

* **Name:** [First Name] [Last Name]
* **Organization Name:** [If applicable]
* **Phone Number:** [Phone Number]
* **Email:** [Email Address]

#### **Event Details:**

* **Event Name:** [Name of the Event]
* **Event Date:** [Date of the Event]
* **Event Location:** [Location/Address]
* **Expected Attendance:** [Number of People]
* **Purpose of the Event:** [Brief Description]

#### **Donation Request:**

* **Type of Donation:**
  + □ Gift Cards
  + □ Food/Beverage
  + □ Sponsorship
  + □ Other: [Specify]
* **Estimated Value:** [\_\_\_\_]
* **How will the restaurant be recognized for this donation?**[Recognition method, e.g., logo placement, shout-out, etc.]

#### 

#### **Additional Comments/Instructions:**

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_]

### **Thank You for Your Request!**

If approved, we will contact you within [time frame]. For questions, please reach out at:

* **Phone:** [Phone Number]
* **Email:** [Email Address]