



Donation Request Form

The Pet Palace enjoys helping organizations that work to educate the community on responsible pet ownership as well as support the community that surrounds us. We often partner with reputable area rescue organizations and do what we can to aid in the benefit of homeless pets in our area.

In order for us to expedite the donation process, please complete this form in its entirety. You may fax, email or deliver the form to The Pet Palace. Donation Request Form must be received at least 30 days in advance of the event to be considered. We regret that we can not possibly say yes to every request as we receive numerous appeals weekly, but we support as many as we can. If approved for donation you will be contacted via email. Donations can not be mailed and must be picked up at The Pet Palace front desk.

Name of organization: _____ Phone #: _____

Organizations 501(c) 3 ? No Yes EIN# (found on IRS website) _____

Address: _____ City: _____ Zip: _____

Website: _____

Contact: _____ Phone #: _____

Email: _____

Date of Event: _____ Date Donation Required: _____ Anticipated # of Attendees: _____

Event Name: _____

Type of Event: Silent or Live Auction Raffle Other: _____

Event Location: _____

Donation Request & value you are hoping for: _____

Does event require a booth (tent) and The Pet Palace Staff members to attend? Yes No

If yes, please describe what type of products or services you wish for us to provide: _____

If The Pet Palace were to make a silent auction donation, how would it be promoted:

Event Program Event Webpage Literature on Silent Auction Table Mailing Social media

Newsletter Other: _____

What or who will benefit and how: _____

If elected to receive a silent auction donation, as representative of the above Event/Organization, I agree to promote The Pet Palace as stated above.

Event Representative Signature

Date