



# DONATION REQUEST FORM



Here at Great Harvest, we believe in giving generously to others.  
We welcome opportunities to help our community, and appreciate your interest.

## OUR DONATION GUIDELINES:

- We donate to non-profit organizations that provide services to our community.
  - We donate our products-bread & cookies-for community events and fundraisers.
- ◆ **OUR DEADLINES FOR DONATION REQUESTS:** Because of the volume of requests we receive and the need for advance planning, donation request for a given month must be received by the first day of the prior month in order to be considered. For example, if your event is in May, please have your request to us by April 1st.
- ◆ **"BLACKOUT" PERIODS:** We are unable to make donations during the following especially busy times: Easter week, Thanksgiving week, and the month of December.

**ORGANIZATION NAME:** \_\_\_\_\_

**NAME OF EVENT:** \_\_\_\_\_ **# PEOPLE EXPECTED:** \_\_\_\_\_

**DATE OF EVENT:** \_\_\_\_\_ **TIME OF EVENT:** \_\_\_\_\_ **AM/PM**

**CONTACT PERSON:** \_\_\_\_\_

**CONTACT ADDRESS:** \_\_\_\_\_

**CONTACT PHONE (DAYTIME):** \_\_\_\_\_ **CONTACT FAX:** \_\_\_\_\_

(A FAX number will avoid unnecessary delays & phone tag!)

## TYPE OF DONATION REQUESTED:

\_\_\_\_\_ **REFRESHMENTS (BREAD/COOKIES)** \_\_\_\_\_ **AUCTION ITEM** \_\_\_\_\_ **DOOR PRIZE(S)**

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



Please return this form to:  
**GREAT HARVEST BREAD CO.**  
 570 E. Benson Blvd, Suite 22 Anchorage, AK 99503  
 or FAX it to us at 274-6332.



## RESPONSE

**CONFIRMATION:** We are happy to donate the following:

**RETAIL VALUE OF DONATION:** \_\_\_\_\_

Please arrange to have the donation picked up on \_\_\_\_\_ after \_\_\_\_\_.

Please present your copy of this form at the time of pick up.

**WE'RE SORRY!** We're unable to donation at this time because of prior donation commitments.

Please let us know if we can help with another event in the future.

**-DIRK, BARB, & THE GREAT HARVEST CREW**