

**Moonlight Creamery Charitable Donation Request Form**

From our beginning, Moonlight Creamery has embraced our social responsibility to give back to the community from which we draw our employees, our customers and our freedom to conduct business. Our charitable efforts reflect our belief that a successful company must be an active participant in society. Hence, we will consider all charitable donation requests to Section 501 (c)(3) tax exempt organizations that align with our mission statement, with preference given to non-profit groups that support education.

In any given year, we receive hundreds of requests for donations highlighting the increasing needs of so many worthy causes. To better manage these requests, we have implemented a Moonlight Creamery Donation Program to address the growing need. **To participate, you must be a registered Decadence Club member.** This is one way we choose to give back to those who regularly support Moonlight Creamery.

**Donation requests must be made using this form and must be received no later than the first of the month in which the event takes place and/or three weeks prior to the event (whichever is sooner).**

Selected recipients will be notified via email. The request for donation form must include a valid Decadence Club card number. Forms that do not have a valid number will not be considered and will not be notified. We do not respond to requests we are unable to grant. If denied, please consider one of the alternative approaches to fundraising that Moonlight Creamery provides to non-profit organizations.

Donation request contact name:	
Are you a Decadence Club member?	
Donation request contact method (phone number, e-mail address):	
Organization's legal name:	
Organization's federal tax ID: (if none, please state so)	
Brief description of your organization's activities, programs, and / or mission:	
Organization's mailing address:	
Organization's phone number:	
Organization's website (if applicable):	
Event name (if applicable):	
Event date (if applicable):	
Event purpose (if applicable):	
Type of donation requested (cash, products, gift cards, etc.)	
Requested amount (no guarantees!):	
Will there be other ice cream, artisan chocolate, pastry or coffee vendors at	

<p>this event or donating to it? If so, who? State whether they are confirmed or just solicited at this point.</p>	
<p>Please list 3-5 other confirmed participant vendors / donations (not necessarily Moonlight Creamery competitors):</p>	
<p>Will donating companies be acknowledged in any way, and if so, how? (eg advertising in program, etc.)</p>	
<p>Has this organization previously requested a donation from Moonlight Creamery in the last two years?</p>	
<p>If so, was a donation given?</p>	
<p>If so, when?</p>	
<p>What is the scope of your organization's fundraising activities? (international, national, regional, state-wide, Local)</p>	
<p>What benefits, services, or products does your organization provide with respect to its charitable function?</p>	
<p>Are the recipients of any benefits, services or products of your organization required to pay for them? If the answer is yes, please explain and show how the charges are determined.</p>	
<p>Does your organization limit its benefits, services, or products to specific classes of individuals? If the answer to the above is yes, explain how the recipients or beneficiaries are selected.</p>	
<p>Does or will your organization engage in activities involving the influencing of legislation or the intervention in any way in political campaigns? If the answer is yes, please explain.</p>	
<p>Any additional information that will help us in our decision making process: (Please attach any other supporting information such as a flyer advertising the event, or the event website URL)</p>	

I certify that the above information is accurate and current as of the date this form was completed.

\_\_\_\_\_ (Signature)                      \_\_\_\_\_ (Date)

***Thank you for considering Moonlight Creamery for your event!***