



DONATION REQUEST FORM

Peppercini's Deli and Catering has established a uniform procedure with respect to donations.

- Before we can consider your request, we will need your request in writing, specifying the name of the organization and the purpose or event for which the donation is requested.
- We will need all requests a minimum of 14-days prior to your event, as well as the specific items you are requesting.

Please complete this form and email it to: **PeppCatering@gmail.com**. After we receive the completed form, we will be happy to consider your request. Please keep in mind that although Peppercini's is very involved in our community, it is not always possible for us to contribute to every group who requests a donation. If your request is denied it is no reflection on your group. All groups and causes are extremely worthy. We must, however, adhere to our budget. If we have said yes to you in the past, it does not necessarily mean that we will be able to contribute to your organization again this year. On the same hand, if we said no, it does not necessarily mean we will deny your request this year.

Today's Date ____/____/____ Name of Organization _____

Item Requested: _____

Food Donations - Specify: _____

Certificates for Catered Meals (to be used at silent auctions)

Date of event ____/____/____ Approximate # of Participants at event _____

Location of event _____

Contact person _____ Telephone No. () _____

Signature of person requesting donation _____

Approved

Date: _____

Manager: _____