

Donation & Sponsorship Request

Thank you for thinking of Grape & Grain as a potential supporter of your organization or event. We are proud to support meaningful community efforts when we are able.

Please complete the form below with as much detail as possible. Donation requests are reviewed on a case-by-case basis. Submission of this form does not guarantee approval.

Requests should be submitted at least **two weeks prior** to the event date.

** Indicates required question*

1. Organization Name *

2. **Organization Type** *

Please select all that apply:

Check all that apply.

- ☐ Nonprofit Organization
- ☐ School
- ☐ Youth Sports / Youth Program
- ☐ Church / Faith-Based Organization
- ☐ Community Event
- ☐ Civic Organization
- ☐ Fundraiser for an Individual or Family
- ☐ Other:

3. **Tax ID Number**

4. **Organization Website** *

5. **Organization Social Media Links**

Primary Contact Information

6. **Contact Person ***

7. **Title / Role with Organization ***

8. **Phone Number ***

9. **Email Address ***

Event Information

10. **Event Name ***

11. **Event Date ***

Example: January 7, 2019

12. **Event Time ***

Example: 8:30 AM

13. **Event Location ***

14. **Expected Attendance**

15. **Who benefits from this event?**

16. **Please describe the purpose of the event.**

17. **Please provide any additional event details we should know.**

Examples: ticketed event, silent auction, raffle, dinner, live auction, public/private event, sponsorship levels, etc.

Donation Request Details

18. **What type of donation are you requesting? ***

Please select all that apply:

Check all that apply.

- ☐ Gift Card
- ☐ Raffle Basket
- ☐ Bottle / Product Donation
- ☐ Tasting Certificate
- ☐ Event Sponsorship
- ☐ Silent Auction Item
- ☐ Lounge Gift Certificate
- ☐ In-Kind Product Support
- ☐ Other: _____

19. **Requested donation value or amount**

Please be specific.

20. **How will this donation be used?**

Examples: raffle, silent auction, live auction, door prize, sponsorship package, event service, etc.

21. **Has Grape & Grain supported your organization or event in the past? ***

If yes, please share when and what was donated or sponsored.

Sponsorship & Recognition

Grape & Grain considers donation requests as community partnership opportunities. Please be specific about how Grape & Grain will be recognized in connection with your event.

22. **How will Grape & Grain be recognized? ***

Please select all that apply:

Check all that apply.

- ☐ Logo on event flyer
- ☐ Logo on printed program
- ☐ Social media recognition
- ☐ Website recognition
- ☐ Event signage
- ☐ Verbal recognition during event
- ☐ Sponsor table / display opportunity
- ☐ Included in email/newsletter promotion
- ☐ Other: _____

23. **Please describe the recognition in detail. ***

Examples: size and placement of logo, number of social media posts, whether Grape & Grain will be tagged, sponsor level, signage placement, program listing, etc.

24. **Will any other liquor stores, bars, restaurants, beverage retailers, or direct competitors be listed as sponsors or donors for this event? ***

If yes, please list them and describe their sponsorship level or visibility.

25. **Are there sponsorship levels or promotional materials available for this event?**

If yes, please upload or provide details.

Files submitted:

Event Materials

26. **Please upload any event flyer, sponsorship packet, donation letter, or supporting materials.**

Files submitted:

27. **Anything else you would like us to know?**

Final Acknowledgment

By submitting this form, I understand that donation requests are reviewed on a case-by-case basis and are not guaranteed. I also understand that approved donations, pickup details, and any related logistics will be discussed directly with the contact person listed above.

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