

MERCER

Mercer Estates Winery Donation Request Form

Thank you for choosing Mercer to be a part of your charitable event.

Requester Information

Organization Name: _____

Organization Address: _____

Organization Contact Name: _____

Contact Email & Phone: _____

Organization Purpose: _____

Organization Fed Tax ID#: _____

Event Information

Event Name, Date & Location: _____

Description of Event: _____

How donation will be used: _____

How Mercer will be recognized: _____

Who will pick up donation: _____

Logo Requested Email address to send logo: _____

Deadlines: Catalog/Print: _____ Website: _____ Donation: _____

If donation is for LIVE OR SILENT AUCTION please describe how the donation will be presented: _____

Provide info on your event, history, purpose, goals...to help us promote your event from our end: _____

Please submit this form on your organization's letterhead with **501(C)3 status letter**, procurement form and any other pertinent documentation. Finished forms with 501(C)3 letters must be emailed to **donationrequest@mercerestates.com**. Please provide all information we might need to process this request in a timely and efficient manner. Although Mercer strives to meet as many requests as possible, please be aware that it may not be possible to fulfill all requests.

Thank you again for thinking of Mercer!