**Donation Request Form**

*Completion of this form indicates a request; it does not guarantee a donation. If needed for a large event, requests must be made 30 days in advance.*

Date Requested: Pickup Date:

Organization Name:

Contact Name: Telephone:

E-Mail:

**Event Details**

Event Name: Event Date:

Event Description:

Product Requested:

(Please note we will do our best to accommodate specific product, but we cannot guarantee)

Quantity Needed:

Headcount:

***Please return completed form to: Donna Lane,*** [***DLane@cafevalley.com***](mailto:DLane@cafevalley.com)

***Donated products cannot be resold.***