

# Donation Request

## APPLICATION FORM

*(This form must be received by LDCU 60 days prior to event/program)*

**Please Note:** Our Donations Policy states:

*"We are committed to playing an active role, in co-operation with other community minded organizations and individuals, in furthering the well-being of the communities we serve".*

A copy of our Policy is available upon request.

### Organization Information

» **Organization:** \_\_\_\_\_

» **Address:** \_\_\_\_\_

» **Website:** \_\_\_\_\_

» **Email:** \_\_\_\_\_

» **Phone:** \_\_\_\_\_

» **Contact Name:** \_\_\_\_\_

We require recognition in our Community for all donations at the event/program including:

- Displaying LDCU's logo on all advertising;
- Verbal recognition;
- LDCU's signs prominently displayed and;
- Pictures taken and provided to LDCU.

We also have tents available if needed.

A budget is required of the event/program for all donation requests of \$1,000 or more.

### Application Information

» **Application Amount:** \_\_\_\_\_ » **Date:** \_\_\_\_\_

» **Event Name:** \_\_\_\_\_ » **Date:** \_\_\_\_\_

Is your organization recognized by the CRA as a charitable organization? Yes  No

Are you authorized by CRA to issue a tax receipt? Yes  No

Will the Ladysmith & District Credit Union be the exclusive Financial Institution supporter of this event? Yes  No

Has the Ladysmith & District Credit Union funded your organization/event in the past? Yes  No

Please specify the purpose of your organization. Identify your role within the organization.

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What will the donation be used for? Why has this project been developed and who will it assist?

What is the estimated number of people who will be served by this activity?

Why is the Credit Union donation required, and when?

Are there other ways the Credit Union might help in lieu of, or in addition to, a cash donation?

Please add any other comments you feel will assist the Donations Committee in coming to a decision.

How will a contribution by the Credit Union be acknowledged or recognized by your organization?

Please submit this completed application form, along with brochures, financial statements, or any other material that you feel might be helpful for our review of your request to:

**Linda King, Donations Committee**

PO Box 430, 330 1st Avenue Ladysmith BC V9G 1A3

Fax: (250) 245-6384 Email: [lking@ldcu.ca](mailto:lking@ldcu.ca)

By submitting this form you consent to the use of, and waive all rights and liabilities for any photographs and other marketing material that will be utilized by LDCU and its subsidiaries for promotional purposes.



Our Community. Your Credit Union.

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330 First Ave, Box 430, Ladysmith BC, V9G 1A3

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