



THE CELEBRATION EXPERTS

VANCOUVER, B.C. - SEATTLE, WA  
www.pedersens.com

## DONATION APPLICATION

**Please note:** All donation requests must be submitted at least 90 days prior to your event date. Pedersen's Rentals & Sales will review and consider qualified requests and supplementary information and will respond to the requesting organization within 45 days of submission.

Organization Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### SERVICE DELIVERY

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Summarize the organization's mission: \_\_\_\_\_

\_\_\_\_\_

Identify association with a Pedersens Event Rental employee, if any: \_\_\_\_\_

\_\_\_\_\_

### FINANCIAL INFORMATION

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What percentage of the operating budget is for administration? \_\_\_\_\_

What percentage of the operating budget if for fundraising? \_\_\_\_\_

### DONATION SUMMARY

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Describe the program for which a donation is currently sought: \_\_\_\_\_

\_\_\_\_\_

What is the goal of the fundraising activity? \_\_\_\_\_

\_\_\_\_\_

Describe the specific donation request of Pedersens Event Rentals: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Briefly describe the measurable objectives and timetable for program activities: \_\_\_\_\_

\_\_\_\_\_

What target population is to be served? \_\_\_\_\_

## **PROGRAM ASSESSMENT**

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Describe how the program's success will be defined: \_\_\_\_\_

\_\_\_\_\_

What is the timetable for evaluating and reporting the program's results? \_\_\_\_\_

\_\_\_\_\_

*Please attach to this application:*

1. A list of the organization's current board of directors and executive staff.
2. The organization's registered charity number.
3. Please include a photograph of your last event.

*Please return the completed application to:*

Julie Ralph  
Pedersen's Event Rentals  
4500 4th Avenue South  
Seattle, WA 98134