

Major Brands Product Donation Request Form

Requests for product donations must be received at least eight weeks in advance of the date of your event.

To request a product donation, please complete the following steps:

- Complete this form in its **entirety** and return by email to donations@majorbrands.com
- Attach the official invitation, flyer and other marketing materials for your event with this form
- Attach a copy of the IRS determination letter and Tax ID #
- Please specify the type of wine, spirits or beer you are requesting, but not the brand
 - For example, specify "merlot" rather than a specific brand of merlot, or just saying red wine

Donation Restrictions and Limitations:

When considering if Major Brands is the suitable donor, please note the following:

- Donation requests must be from an organization that is tax-exempt under 501 c charitable organization
- The charity and/or event being funded with the requested donation must be in the State of Missouri
- Major Brands cannot provide zero-value invoices, or receipts for donated product
- Major Brands cannot chill donated product
- Major Brands cannot provide pouring services as part of our donation
- Major Brands cannot provide graphics for events
- Major Brands cannot grant custom requests, (i.e. specific brands, labels, vintages)
- Major Brands cannot guarantee all donation requests will be granted, or granted in their entirety
- Major Brands cannot deliver donations under any circumstances
 - All donations must be picked up at our warehouse
 - After donation pick up from our warehouse any delivery per the requestor must be arranged by the recipient organization, as we cannot coordinate any of this

Information about your Charitable Organization

1. Name of the charitable organization:

2. Legal address of the charitable organization:

3. Street: _____

4. City: _____ State: _____ Zip Code: _____

5. What is the purpose of the charitable organization, what will this donation support?

6. Does the organization qualify as a 501c charitable organization? _____

- **If yes**, please attach:
 - A copy of the IRS determination letter verifying tax exempt status
 - A copy of your public charity classification (501c status)
 - A Tax ID # of the charitable organization
 - A copy of your event flyer or other marketing materials

Information About You

Your Name: _____

Your Phone Number: _____

Your Email Address: _____

Today's Date: _____

Event Information

1. Name of event this donation will support:

2. Please describe the nature and purpose of event:

3. Event Location: _____
4. Event Date: _____ Number of Guests Expected: _____
5. Has MB donated in the past? _____
6. Is your event co-sponsored through a retail venue? _____
7. Please list the name(s) of your retail partner(s):

<u>Product Donation</u>	<u>Type</u>	<u>Quantity</u>
Spirits:	_____	_____
Wine:	_____	_____
Beer:	_____	_____
Other:	_____	_____

Are other alcoholic beverages being served? _____

Please specify: _____

Referral Information

If you were referred by a Major Brands employee, provide their name here. If not, please leave blank:

For questions and additional information, please contact us via email: donations@majorbrands.com

Please feel free to follow and tag us on Facebook, Instagram and Twitter: @MajorBrandsMO