



DONATION REQUEST FORM

*Due to the large number of donation requests we receive, The Lippman Co. requires the following form to be completed before a donation request can be considered. **Please note that submitting this request is NOT a guarantee The Lippman Co. will fulfill the request.** Donation Requests must be received at least 4 weeks prior to your event.*

Name of Organization: _____

Contact Name: _____

Phone: _____

Email: _____

1. This Organization is (please circle one):

EDUCATIONAL ARTS/CULTURE CHARITABLE INSTITUTIONAL

2. Is this organization a 501c(3) non-profit agency? YES NO

3. Tax I.D.: _____

4. Organization Description: _____

5. Event Description: (Name, Date, Time, # of people to attend, and purpose)

6. Proceeds from event will benefit: _____

7. Have you received a donation from us before? YES NO When?: _____

8. Which exact item(s) are you requesting? (Please note: we do NOT donate helium tank rentals)

ADDITIONAL NOTES:

Please submit request along with a Statement of Purpose (on Organization Letterhead) to:

Attn: DONATION REQUEST

The Lippman Co.

50 S.E. Yamhill St.

Portland, OR 97214

-no phone calls, please.-