

Donation Request Form

rev. 12/02/2016

Please closely review the Guidelines document, and donation package options to determine if your request will be considered. All areas of the form must be provided to be considered for a donation. Thank you!

DONATION OPTIONS – please select ONE:

PLEASE NOTE: Some ticket types shown below may not always be available, based on seasonal availability.

Option 1 - Two Magic Waters Admission Tickets

- Admission tickets will be **e-mailed**
- Geographic Area: Organizations located in northern/NW IL, southern WI, or eastern IA

Option 2 - Two Golf Rounds (4-course; after 10 am)

- Golf round tickets will be **e-mailed**
- Geographic Area: Organizations located in northern/NW IL, southern WI, or eastern IA (golf fundraising events at Rockford Park District courses **only**)

Option 3 - RPD Sampler Package

- Admission tickets will be **mailed**
- Geographic area: Organizations located in Winnebago, Boone, Ogle, and Stephenson counties **only**

Two of each (one-time use) ticket type:

- Public ride on the Forest City Queen or Trolley Car 36
- Wagon or pony ride at Lockwood Park Children’s Farm and Equestrian Centre
- Public Skate admission at Carlson Ice Arena
- Public Swim admission to Alpine or Sand Park Pool
- General admission to Sapora Playworld
- General admission to Nicholas Conservatory & Gardens

1. Your name _____ 2. Today’s date _____
3. Organization/group name seeking donations _____
4. In which **county** and **state** is the organization/group based? _____
5. Daytime phone number _____ 6. Alternate phone number _____
7. Fundraising event or program name _____
8. Event date(s) _____ 9. Date the donation is needed by _____

PLEASE NOTE: a minimum 3-week notice prior to donation due date is needed for processing

10. Location of event _____
11. Additional information _____
12. How donation will be used (examples: auction, raffle, door prizes, etc.) _____
13. E-mail address to send donation (**REQUIRED for Options 1 and 2**) _____
- YES, sign me up for the Park District’s e-newsletter that includes Park District promotions, events, registrations, and announcements!
(enter email address on line 13 above)
14. If you selected Option 3, donation to be mailed to:

Name _____

Street Address _____

City _____ State _____ ZIP _____

Please choose ONE of the following ways to submit the completed Donation Request Form:

1. E-mail (preferred) - **Please save this blank form to your computer first**; type your information into your saved copy, then re-save by re-naming with your first and last name). **Attach** your completed form to a new e-mail to: donations@rockfordparkdistrict.org
2. FAX to: 815-969-4088
3. PRINT and mail to RPD: Attn: Kerry Glavin, Donation Requests, 401 S Main St, STE 116, Rockford, IL 61101

Questions? Contact Kerry at 815-987-8690

----- **Area below this line is for Park District Marketing office use only** -----

FCQ/T _____ Playworld _____

Pools _____ NCG _____

W/P _____ MW _____

Skate _____ Golf _____

Card Mailed/Delivered _____

SI__ SF__ CM__ CE__ CH__ MI__ FD__
VR__ TR__ PR__ CO__ SP__ DT__ OR__