



VALLEYVIEW

Member Relations
SPONSORSHIP/DONATION REQUEST

Valleyview Co-op requires a minimum of two weeks' notice for all donation requests. We proudly donate to many local organizations and community events. We receive many requests annually; approval will be based on our Member Relations budget allocation.

Thank you for your request.

DATE OF EVENT:

MEMBERSHIP #:

NAME AND LOCATION OF EVENT:

CONTACT PERSON AND PHONE NUMBER:

EMAIL ADDRESS:

TYPE OF DONATION REQUESTED: [] GIFT IN KIND [] DISCOUNT OFF PURCHASE [] OTHER

HOW WILL YOU RECOGNIZE OUR DONATION?:

REQUEST LETTER ATTACHED [] OR DESCRIPTION OF EVENT BELOW:

DO YOU HAVE SOCIAL MEDIA: [] YES [] NO DO YOU FOLLOW @VALLEYVIEW.COOP?: [] YES [] NO

SIGNATURE: DATE:

DATE APPROVED CONTACTED FOR OFFICE USE ONLY GL CODE COMMENTS