



Donation Application

Your complete application must be submitted to the store at least **45 days prior to the event date**. Applications dropped off after that deadline will not be considered as funds will already have been allocated. All applications are reviewed on a first-come-first-served basis, so early submission of your application is recommended. Please **DO NOT** call regarding your application. If your organization is selected, you will be contacted no later than 2 weeks prior to your event.

Please read all guidelines on page 2 of this application before submission.

Today's Date: _____ Event Date: _____ Pick up Date: _____

Organization: _____ 501-C (3) Number: _____

Address (of event): _____

Contact: _____ Title: _____

Phone: _____ Alternate Phone: _____

Email: _____ Fax: _____

Location of Event: _____ How many people will attend? _____

Description of event: _____

Requesting (check one) Food: _____ Gift Card(\$): _____ Gift Basket: _____

Description of request, as *specifically as possible*: _____

How will Whole Foods Market be acknowledged for this donation? _____

Please **submit your completed application** along with the 501-C (3) letter, and any relevant information to the Customer Service Counter in order to ensure that it is received.

Important Information for Donation Seekers

1. Requests by phone are not accepted. Donation requests must be dropped off at the Customer Service Counter at the store. Unfortunately, we cannot meet with or call every organization that stops by to drop off an application. We will contact you directly if we have questions.
 2. The recipient must be a 501-C (3) nonprofit organization. A copy of the 501-C (3) letter from the IRS must accompany the application. This letter comes from the Treasury Department and is different from the state tax-exempt form. Applications without this information will not be considered.
 3. The application must be received 45 days before the event date. All applications are reviewed on a first-come-first-served basis, so early submission of your application is recommended.
 4. Whole Foods Market has guidelines for the organizations we are able to support with donations. In addition to being a non-profit, you must fall into one of these categories:
 - Environmental Preservation
 - Preventative Health Care
 - Hunger Relief
 - Organic Farming / Sustainable Food Resources
 - Education on any of the above
- Because Whole Foods Market believes in being an active community member, requests from other civic and charitable groups will be considered if the organization is in the immediate vicinity of a store location, meets our core values, and funding is available.
5. We do not donate to individuals, individuals seeking pledges, or multiple requests from the same organization or organizations and/or causes. Each approved organization is restricted to one donation per year from any and all Whole Foods Market stores.
 6. Past support of an organization or event is not a guarantee of future support. *An organization may only receive one donation per year.* Please do not apply for additional Donations.
 7. Although we would like to support every worthwhile cause, due to the volume of applications, it is not possible for Whole Foods Market to fulfill every request.

Thank you for your interest and we hope to support your efforts.

Shaya Mercer, Store Marketing Specialist

Whole Foods Market - Broadway

1651 Broadway Street

Boulder, CO 80302

Phone: 303.442.0909

Fax: 303.786.9939

Email: shaya.mercer@wholefoods.com