

DONATION GUIDELINES

INSTRUCTIONS & APPLICATION

Dear Donation seekers:

Thank you for your interest in a community donation from Whole Foods Market®! We ask that you look over the following criteria before submitting your request:

- Whole Foods Market has specific guidelines for organizations we are able to support through donations. In addition to being a 501c3, you must fall into one of the following categories:
 - Environmental Preservation
 - Preventative Health Care through Nutrition
 - Hunger Relief
 - Organic Farming/Sustainable Food Resources
 - Education on any of the above
- Requests by phone will not be accepted.
- Please apply for a donation from the store located closest to your organization headquarters or event.
- Do not contact all stores for the same donation.
- We do **not** donate to individuals or individuals seeking pledges.
- Currently, we are unable to make donations to organizations outside of Manhattan, but we encourage you to contact us. As we grow, our boundaries will include all five boroughs of New York City, and we want to know who you are.
- The recipient must be a 501c3 nonprofit organization. A copy of the 501c3 letter from the IRS, along with state tax forms **must** accompany the application. The 501c3 letter comes from the Treasury and is different from state forms.
- Applications must be submitted **at least 6 weeks** prior to the event or donation pick-up date.
- Funds are limited; early submissions is recommended.
- Event sponsorships must be submitted in writing **at least 3 months** prior to event. When Funding is available, we will consider donating to organizations that fall outside of these categories but have strong neighborhood ties.
- Each approved organization is restricted to one donation per calendar year, and past support of an organization or an event is not a guarantee of future support.

Although we would like to support every worthwhile cause, due to the volume of applications we receive it is not possible for Whole Foods Market to fulfill every request.

