



Los Altos

### Whole Foods Market Donation Application

Your complete application MUST be received at least 30 days prior to the date of pick-up in order to be considered. Please read guidelines on page 2 of this application before submission.

Today's Date \_\_\_\_\_ Date of Event \_\_\_\_\_ Pick up Date \_\_\_\_\_

Organization \_\_\_\_\_ 501 c (3)Tax ID Number \_\_\_\_\_

Description of Organization \_\_\_\_\_

\_\_\_\_\_

Location of Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone (day) \_\_\_\_\_

Phone (evening) \_\_\_\_\_

Email \_\_\_\_\_

Fax \_\_\_\_\_

Location of Event \_\_\_\_\_ Est. Attendance \_\_\_\_\_

Description of Event \_\_\_\_\_

\_\_\_\_\_

Items you are Requesting \_\_\_\_\_

\_\_\_\_\_

How will Whole Foods Market be acknowledged for this donation?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Send completed application to:**  
**Krista Nilsen**  
**Marketing and Community Relations**  
**4800 El Camino Real**  
**Los Altos, CA 94022**  
**Fax: 650-559-0301 or Email: Krista.Nilsen@wholefoods.com**

\*Please check our catering menu @ <http://wholefoodsmarket.com/catering/norpac.html> for selections.



Dear Donation Seekers:

We ask that you look over the following criteria before submitting your request.

**1. Requests by phone are not accepted.**

2. Your organization or event must be located within the Los Altos/Los Altos Hills, Mountain View or nearby vicinity. If you are located closer to Redwood City, Palo Alto or Cupertino please contact those stores directly.
3. 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.
4. The application must be received at least 30 days before the event date and of the “pick up” date in order to be considered. All applications are reviewed on a first-come-first serve basis. Because the donations budget is limited, early submission of your application is recommended. Due to the volume of requests we receive, we are not able to respond to all requests.
5. Whole Foods Market has specific 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
  - Children or the very local community
  - 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.

6. We do not donate to individuals, individuals seeking pledges, or multiple requests from the same organization or organizations and / or causes.
7. Past support of an organization or event is not a guarantee of future support.

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, nor can meet with every organization that stops by to drop off an application.

Thank you for your interest,

Krista Nilsen  
Marketing and Community Relations Coordinator  
4800 El Camino Real  
Los Altos, CA 94022