



Donation Request Form

As a locally owned, family run business, we care about the community and we are happy to consider your donation request. Since we receive hundreds of requests each month, we have created this form for the purpose of streamlining the process. While we do have a generous budget, please understand that it is difficult to fulfill every request due to the large number we receive. Here is how we decide:

Priority is assigned based on the following factors:

- 1) **Merit:** To what extent does the request benefit the community?
- 2) **Proximity:** Does the donation help the communities where our customers live?
- 3) **Our Customers:** Is the person(s) and organization a customer of Gerrity's?
- 4) **Fair Share:** Have we already made a recent donation to your cause or organization?

In order to be considered:

The form must be **completed in its entirety.**
A written request on your organization's letterhead must be attached.
Requests must be submitted **at least two weeks** in advance.

Person(s) Making the Request:

***A Gold Card is Required for Your Request to Be Considered**

Name: _____	Gold Card #: 41- _____	Phone: _____
Name: _____	Gold Card #: 41- _____	Phone: _____
Name: _____	Gold Card #: 41- _____	Phone: _____
Name: _____	Gold Card #: 41- _____	Phone: _____

Organization Making the Request:

Address: _____	Phone: _____
_____	Tax ID: _____ (if applicable)
_____	Gold Card#: 41- _____ (if applicable)

If no organization, please list address where donation should be sent.

Cause/Fundraising Event: _____

Who benefits from the donation: _____

Additional Information: _____

How to submit:

- 1) E-mail: kathy.flaherty@gerritys.com
- 2) Drop Off: Bring your request to the service desk at any Gerrity's location
- 3) Mail: Gerrity's Donations
950 North South Rd.
Scranton, PA 18504