



Community Giving Request Form

Due to the number of requests for sponsorships we receive on a regular basis, Hutchens Law Firm has developed a process for requesting support of charities, events, and community projects. We accept requests in NOVEMBER for the following year (for instance, if you would like us to consider sponsoring an event in 2018, we need to know by November 2017).

If you would like your organization to be considered for charitable donations, please complete this form and **return it to the Marketing Department before December 1st**. Please note, completion of this form does not guarantee sponsorship.

Group or Organization name: _____
Contact Name _____ Contact Title _____
Email _____ Phone _____
Mailing Address _____
Website _____
Federal Tax ID# _____ Is the organization a 501 (c)(3)? YES NO

Request amount \$ _____ Date needed _____

What is the total goal (in dollars) of the fundraising activity? _____

If associated with an event, please include the following:

Name of event _____ Date of event _____

Address of the event _____

Expected participation _____

Website address where logos will be displayed _____

Is there any printing associated (ads, flyers, banners, signage, etc.) where logos will be used? YES NO

Is this an annual event? YES NO

If so, how many years has this been held? _____

To your knowledge, how many years has Hutchens been supporting this event? _____

What is the target population? _____

Please describe how your organization contributes to the community (statistics and figures are helpful):

Marketing Department contact:
Hutchens Law Firm, 910.864.6888
marketing@HutchensLawFirm.com
By mail: PO Box 2505, Fayetteville, NC 28302