



Donation Request Form

Ramsey County Parks and Recreation strives to play an active, supportive role in keeping Ramsey County “A county of excellence working with you to enhance our quality of life.” To be considered for a donation, please complete this form and submit with a letter of introduction at least 60 days prior to your event or deadline. We will review the request and notify you of a decision within 14 days of your event.

Date: _____

Contact Name: _____

Address: _____ City: _____ State: _____ ZIP: _____

Phone: _____ Fax: _____

Email: _____

Recipient/Organization: _____

Name of Event: _____

Date of Event: _____ Date Needed: _____

Requested donation: _____

Have you received a donation from our department in the past? Yes No

If yes, what items and when? _____

How will the funds raised from this event benefit the community or this organization?

How does your organization help support Ramsey County’s mission of being “A county of excellence working with you to enhance our quality of life”?

Please describe what kind of recognition Ramsey County Parks and Recreation will receive at your event if a donation is made.

DEPARTMENT USE ONLY

___ Department can participate

___ Department can NOT participate for the following reason:

Approving authority: _____ Date: _____

Item(s) donated: