

Donation Request Application



Color Pro Printing, Inc. values and appreciates non-profit organizations in the Fort Collins and Larimer County communities. To better serve your needs and to streamline our own process, we ask that you please complete this Donation Request Application. Every application submitted will be reviewed and considered. Please note that because of the enormous volume of requests, we may not have the ability to donate to your project or we may agree to a partial donation. A decision to not fund a program does not necessarily reflect on the merit of the application. Applications can be sent to us via US mail, electronically or by fax. **To be considered for a donation, you must include proof of Non-Profit status in the form of your Tax Exempt Certificate and/or your IRS 501(c) 3 letter from the IRS.**

NAME OF ORGANIZATION:** _____

IRS 501(c)(3) Tax ID #: ** _____

Contact Name and Title: _____

Address: _____

Phone & Fax: _____

Email: _____

TYPE OF SUPPORT REQUESTED: (Check one only)

Capital: Amount of Request: \$ _____

Printing: Please describe your printing project (be specific):

PROJECT NAME: _____

Job Request (letterhead, etc.): _____

Quantity: _____

PRINT SPECIFICS (size, colors, printing 1 side or 2 sides, photocopy job, etc.):

Paper Requested: _____

Due Date: _____

Type of exposure you can give to us, if any: (check all that apply)

Logo on printed piece _____ Name mentioned at event

Logo/banner at event _____

Other _____

****REQUIRED INFORMATION.** Please feel free to add additional sheets if necessary.