



DONATION/SPONSORSHIP REQUEST FORM

CONTACT NAME _____ EVENT DATE(S) _____

EVENT NAME (Please attach any relevant event information with this FORM):

BENEFITING ORGANIZATION/GROUP _____

EVENT LOCATION/ADDRESS _____

MAILING ADDRESS _____

PHONE NUMBER _____ CELL _____ FAX _____

TAX EXEMPTION ID NO. (Please attach a copy of certificate) _____

ITEMS REQUESTED _____

PLEASE CHECK ONE: PICKUP _____ DELIVERY (SEE BELOW) _____

HOW WILL GBAIX MOONWALKS AND PARTY RENTALS, LLC (GBAIX MOONWALKS AND PARTY RENTALS, LLC) BE PROMOTED/ ADVERTISED AT YOUR EVENT FOR OUR DONATION OF PRODUCTS OR SERVICES? _____

GOAL FOR FUNRAISER (In dollars) \$ _____

AMOUNT RAISED LAST YEAR (In dollars) \$ _____

IF NO DONATION FROM GBAIX MOONWALKS AND PARTY RENTALS, LLC OR OTHER VENDORS IS AVAILABLE WILL THE ITEMS BE RENTED AT FULL COST FROM A VENDOR OR WILL THE EVENT GO ON WITHOUT THEM? (Please explain) _____

Terms and Conditions of DONATIONS/Sponsorships: GBAIX MOONWALKS AND PARTY RENTALS, LLC has a limited budget for charitable DONATIONS. All organizations requesting a DONATION from GBAIX MOONWALKS AND PARTY RENTALS, LLC monetary or otherwise, must fill out a DONATION/Sponsorship Request FORM (DSR) GBAIX. The DSR FORM will be reviewed by the owner(s) of GBAIX MOONWALKS AND PARTY RENTALS, LLC for approval. ALL DSR FORMS must be received at least 35 days prior to event for consideration, unless unforeseen events prevent this. If your request is approved, you must adhere to the following:

A credit card and credit card authorization FORM is required on all orders for security damage purposes.

- A signed Equipment Rental Contract must be received 14 days prior to the event.
- Changes/Cancellations of an order can be made up to 14 days prior to the event.
- If order is cancelled less than 21 days prior to the event (if the order includes a tent or other major items) and 5 days for smaller items, ordering customer will be charged 50% of the regular rental fee.
- GBAIX MOONWALKS AND PARTY RENTALS, LLC must be mentioned in any print media associated with event and a copy of the print media sent to GBAIX MOONWALKS AND PARTY RENTALS, LLC.
- If appropriate for the event, an GBAIX MOONWALKS AND PARTY RENTALS, LLC banner will be provided for display.
- GBAIX MOONWALKS AND PARTY RENTALS, LLC does not donate delivery fees and may charge any applicable cleaning/permit and/or labor charges.

All DONATIONS will be evaluated on a case by case basis for approval.

I agree to the terms and conditions and wish my DONATIONS request

Name Signature Date