



# Rainbow Confectionery Limited

## Donation Request Form

*Please read the donation request form guidelines before completing this form*

### DATES

Date of Application: \_\_\_\_\_ Date of Event: \_\_\_\_\_

### ORGANISATION DETAILS

Organisation Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Role: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

Provide a brief statement about the purpose of your group:

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Number of members: \_\_\_\_\_

### EVENT DETAILS

Event Name: \_\_\_\_\_ Event Sponsor: \_\_\_\_\_

Describe the event (including number of people expected to attend): \_\_\_\_\_

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How will the funds raised from this event benefit our community?:

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*Please return completed form to [admin@rainbow.co.nz](mailto:admin@rainbow.co.nz) or P.O. Box 258, Oamaru, 9444 or to our factory in Oamaru at 459 Thames Highway*

## DONATION REQUESTED

Donation requested: \_\_\_\_\_

Quantity requested: \_\_\_\_\_

What is the intended purpose of a donation received from Rainbow Confectionery?: \_\_\_\_\_

Have you received a donation from Rainbow Confectionery Limited in the past?: \_\_\_\_\_

Can you arrange collection of a donation from Rainbow Confectionery, 459 Thames Highway, Oamaru?: \_\_\_\_\_

Delivery Address: \_\_\_\_\_  
(If unable to collect)

What type of recognition will Rainbow Confectionery Limited receive for this donation?: \_\_\_\_\_

## DONATION REQUEST FORM GUIDELINES

- All donation requests must be received on this form to be considered.
- All sections of the form **must** be filled out correctly. Failure to complete any one or more sections may result in the application being rejected without consideration.
- We do not give cash donations.
- We prefer to donate directly to official organizations, rather than individuals or businesses fundraising on behalf of an organisation.
- To be considered all applications must be received within the appropriate timeframe, as detailed in the table below.

| Event Date          | Last Date for Requests | Approximate Response Date |
|---------------------|------------------------|---------------------------|
| February or March   | 10th January           | 15th January              |
| April               | 10th March             | 15th March                |
| May                 | 10th April             | 15th April                |
| June                | 10th May               | 15th May                  |
| July                | 10th June              | 15th June                 |
| August              | 10th July              | 15th July                 |
| September           | 10th August            | 15th August               |
| October             | 10th September         | 15th September            |
| November            | 10th October           | 15th October              |
| December or January | 10th November          | 15th November             |

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