



## 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. You will receive an answer from us within 10 days of submission of a completed application. 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.

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 \_\_\_\_\_

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

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