

## USA Softball of Massachusetts Donation Request Form

In order to help us expedite your donation procedure, please complete this form in its entirety. In addition, a descriptive letter written on official letterhead of the organization must accompany this form.

Mail To:  
USA Softball MA  
PO Box 1558  
Arlington, MA 02474

Name of your organization: \_\_\_\_\_

Summarize the focus of your organization  
\_\_\_\_\_

Mailing address: \_\_\_\_\_

Contact person: \_\_\_\_\_

Phone number: \_\_\_\_\_

Non-profit ID #: \_\_\_\_\_

What is the date of your event? \_\_\_\_\_

What type of event will you be hosting? \_\_\_\_\_

What kind of attendance do you anticipate for your event?  
\_\_\_\_\_

What type of advertising are you planning to promote this event?  
\_\_\_\_\_

What type of donation are you requesting?  
\_\_\_\_\_

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*FOR INTERNAL USE ONLY:*

*Donation given:* \_\_\_\_\_ *Value:* \_\_\_\_\_

*Date given:* \_\_\_\_\_

*Processed by:* \_\_\_\_\_

*Comments:* \_\_\_\_\_  
\_\_\_\_\_