

If you are reading this, it's because you are one of those people who, like Pangea, is committed to making the world a better place. Thank you.

As you might imagine, we receive a lot of requests for donations. We have come up with a system so we can best manage them. To improve your chances of receiving a donation, please make sure you read the following carefully:

- Pangea donates to environmental, humanitarian and/or locally-based causes.
- Pangea does not donate to individuals, for-profit organizations, academic or medical research, or religious or political groups.
- Our submission deadline is the last day of every month. We review all request and allocate our entire donation budget at once, on or before the 7<sup>th</sup> of each month. This means if you are requesting a donation for this month, it is past our deadline; we already gave away all of our donation budget for the month, and we will not consider your request.

If possible, please attach this form to a formal request made on organization's official letterhead.

Today's date: \_\_\_\_\_

Date donation is needed: \_\_\_\_\_ (If it's before the 8<sup>th</sup> of next month, please don't turn this in. Our deadline has passed.)

Contact Name:

Phone:

Email:

How will this benefit the community?

Has this organization requested a donation from Pangea in the last 12 months?

Is your non-profit registered as a 501(c)?

What type of donation are you requesting?

\_\_\_\_\_ Gift cards

\_\_\_\_\_ Food

Percentage of sales event (Please include your organization's reach and plans to promote the event.)

Sorry but we do not accept Donation Request forms via email. Please bring them in or send through the mail.

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