



DONATION REQUEST FORM

Please complete this form and submit it by mail, in person, or e-mail at least 4 weeks before your event.
Thank you!

The Secret Garden
8450 West Stockton Blvd Elk Grove California 95758
Email: jennifer@secretgarden-online.com

Organization Name: _____

Tax ID#: _____

Contact Name: _____

Contact Phone Number: _____

Contact Email: _____

Organization Mailing Address: _____

Event Name: _____

Event Date: _____

Description of Event: _____

How will this Donation be used: (silent auction, raffle, other)

Have we donated to your organization in the past? _____ When? _____

Store Use Only

Item(s) to be donated: _____

Value of Item(s): _____

Available for pick up on: _____

Signature Confirming Pick-Up:

Employee Initials: _____

Date and Time: _____