

Main Street West Gallery Donation Requests

A healthy community is a strong community, and we are proud to be a part of your community and Main Street West Gallery strives to support a variety of not-for-profit organizations. To help our giving have the most impact, we have included our guidelines below. We have two types of requests: produce donations and passes. Please carefully read the guidelines for your requested type.

Guidelines for All Donations

- Requests must be made for a 501 (c)(3) organization with proof of status or a school
- Requests must be submitted to one of our owners of Main Street West Gallery during normal business hours for approval.
- We do not provide cash donations, sponsorships, or any other non-Main Street West Gallery product donations.
- We prefer that donations will benefit the group financially or provide a learning component. We do not donate items solely for decorating.
- Please limit requests to one request per organization per year. Individual classrooms are not eligible, but requests may be made by the school.
- Keep in mind that while we evaluate each donation independently, due to the large number of requests most donations carry no more than a \$25-50 value. Unfortunately, not all requests can be fulfilled, and decisions will be left to the discretion of Main Street West Gallery. Past support of an organization or event does not guarantee future support.
- Main Street West Gallery will contact you if we are able to support your organization or event. If we do donate to your organization, we are unable to deliver or mail donations except for gift certificates, coupons and passes. A representative from your organization will need to pick up our donation during normal business hours.
- Upon notification of approval, all donation pickups must be scheduled in advance of pickup and must occur on a weekday. Donations WILL NOT be delivered. Failure to pick up or claim a donation will eliminate future donation considerations.

Donation Request

Bring a completed form to Main Street West Gallery during normal business hours, 123 Main Street West Hartselle, AL 35640 (telephone, email, fax, or online requests will not be accepted) Name of Organization Org. Address Organization Phone 501 (c) (3) Tax ID or School Tax ID Event Name Event Date

What specifically would you like donated?

How will the donation benefit the organization financially or provide an educational component?

Help convince us how our donation could make a big impact. If we had to choose only one organization to support this year, why should we choose your organization?

If we could go above and beyond what you are asking for, what could make our donation even better?
