

## Blackbird Baking Company: Donation Request Form

Please review our official Donation Policy at <https://www.blackbirdbaking.com/contact> to ensure your request aligns with our giving pillars. Please note that we only approve requests submitted via this official form. Forms must be returned to us at least four (4) weeks prior to your event. **Attach/include any additional information and/or flyers for the organization/event with this request form.**

### 1. Organization Information

- Organization Name: \_\_\_\_\_
- Mailing Address: \_\_\_\_\_
- Website/Social Media: \_\_\_\_\_
- Tax ID Number (EIN): \_\_\_\_\_

*\*Note: We primarily support registered 501(c)(3) non-profit organizations.*

### 2. Contact Information

- Contact Name: \_\_\_\_\_
- Role/Title: \_\_\_\_\_
- Email Address: \_\_\_\_\_
- Phone Number: \_\_\_\_\_

### 3. Request Details

- Event Name: \_\_\_\_\_
- Event Date: \_\_\_\_\_
- Estimated Attendance: \_\_\_\_\_
- Pick-up Date/Time Requested: \_\_\_\_\_
- Specific Items Requested: (e.g., bread, pastry, gift cards)  
\_\_\_\_\_
- How many total items are you looking for and/or in what denomination(s)?  
\_\_\_\_\_
- Mailing address (if donation is to be mailed): \_\_\_\_\_  
\_\_\_\_\_
- Care of/Attention to: \_\_\_\_\_

#### 4. Mission Alignment

Blackbird Baking Company prioritizes support for Public Schools (Lakewood/Rocky River), Hunger Relief, and Education.

- Which of our pillars does this request support? (Check all that apply)

Education (Public Schools)  Hunger Relief  Other: \_\_\_\_\_

- Briefly describe how this donation will be used and how it supports our community pillars:

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#### 5. Policy Acknowledgement

By signing below, I acknowledge that I have read the Blackbird Baking Company Community Donation Policy and confirm that:

- This request is not for a religious organization or sectarian purpose.
- This request is not for a private school or for-profit venture.
- I understand that Blackbird reviews requests monthly and may not be able to fulfill every inquiry.

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

How to Submit:

- In-Person: Drop off at 1391 Sloane Ave, Lakewood, OH 44107.
- Email: **hello@blackbirdbaking.com**

*Thank you for your dedication to our community!*